

PERALTA BENEFITS – EVERYONE

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Flexible Benefit Plan Enrollment November 1- November 30, 2012
Consider enrolling for the upcoming year
New for 2013:
New enrollment periods-Convenient online enrollment procedures

You are receiving this Open Enrollment Notice for the flexible benefits plan established under IRS Tax Code 125 because you are eligible to participate in the following voluntary benefit plans for the next year

1. Medical Reimbursement Account
2. Dependent Day Care Reimbursement Account

The next plan year begins January 1, 2013 and ends June 30, 2012

IF YOU ARE CURRENTLY PARTICIPATING IN THE PLAN

Your current election expires on December 31, 2012. In order to continue contributions into 2013, please complete the “*Online Enrollment Instructions*” no later than Friday, November 30, 2012. The instructions are noted on pages 16 & 21 of the enclosure:

Peralta Community College District Section 125/Flexible Benefit Plan Handbook January 1-June 30, 2013.

If you do nothing, then your contributions end with the December 31, 2012 paycheck. IRS regulations permit future re-enrollment if and when there is a qualifying event. (See page 8 of the enclosed Handbook-Section entitled “*Annual Elections Are Irrevocable*”)

Also note that the deadline for claiming 2012 expenses is March 31, 2013. Unclaimed contributions are forfeited after that date (Again, see page 8 of the Handbook-Section entitled “*Use it or Lose It*”)

IF YOU ARE NOT CURRENTLY PARTICIPATING IN THE PLAN

Then now is the time to consider enrolling!

Enclosed is the Section 125/Flexible Benefits Plan Handbook (Handbook) that you can use for planning purposes and in order to determine if there is a direct benefit to you.

Want to learn more?

If you want to learn more about the advantages or considerations of participating in the 125 Flexible Benefits Plan, or if you have questions, you are encouraged to:

- Ask your personal questions of Benefits Dynamics staff on Thursday, November 15 during the Benefits Fair from 11am-1pm or
- Contact the Benefits Office at (510) 466-7229 or Pension Dynamics at (925) 956-0514 or PSW Benefits Resources at (877) 866-2623.

The IRS has a limit of \$5000.00 per calendar year for the Dependent Daycare Reimbursement Account. If you elect the maximum contribution amount during the 6 month short plan year (1/1/13-6/30/13), then you will not be able to elect for the new plan year effective 7/1/2013 due to the overlapping of the Peralta plan year and IRS calendar year.

NEW ENROLLMENT PROCEDURES-CONVENIENT ONLINE ENROLLMENT

Online enrollment required-See page 21 of the **Section 125 Flexible Benefit Plan Handbook** for the electronic enrollment procedures.

ENCLOSURES

- Employee Flexible Benefit Plan Summary Plan Description
 - Outlines the features and decision making tools to consider when participating in this employee benefit
- Section 125/Flexible Benefit Plan Handbook
 - Including logins instructions
 - Eligible expenses information
 - Claim Form
 - Revision Form (In the event of a future change in status)