



Benefits Enrollment Check List

Review the Benefits Enrollment Guide under the Enrollment Tab and other information at www.mattressfirmbenefits.com/.

Identify the absolute latest date for your enrollment – this is very important!

To determine the latest date by which you must enroll, refer to the chart included in the Benefits Eligibility and Enrollment Tab at www.mattressfirmbenefits.com/. If you do not complete your Benefits enrollment by no later than your specified enrollment date, your next opportunity to enroll will be within 31 days of any qualifying life event or the next Annual Enrollment period.

Enroll in your selected Benefits programs

Click on the Enrollment Link under the Benefits Enrollment Tab at www.mattressfirmbenefits.com/.

Review your Confirmation Statement

After you successfully enroll, print and retain your confirmation statement. Review it thoroughly to verify your Benefits selections. If you find a discrepancy, you must correct the entry immediately.

Designate your Primary and Contingent Beneficiary for your Life Insurance

Since Mattress Firm automatically provides you with Basic Term Life Insurance and Basic Accidental Death and Dismemberment Life Insurance, it is necessary for you to designate primary and contingent beneficiaries even if you do not enroll in any other Benefits programs. Beneficiary Designation forms are located under the Disability Tab at www.mattressfirmbenefits.com/. Retain a copy for your records and send the original to Mattress Firm Benefits.

Make sure you receive your Benefits ID Cards

Your Benefits ID Cards will be mailed to your home address as reflected in UltiPro within 10 days after receipt of your confirmation statement. You will receive one card (if you elected Employee Only coverage) or two cards (if you elected Employee and Spouse/Children/or Family coverage) for the Medical / Pharmacy or Dental programs. There are no cards for the Vision program. If you need a temporary ID Card before your permanent Card arrives, you can print one at:

[PROVIDE CURRENT LINK ONCE BENEFITS WEBSITE IS UPDATED FOR MEDICAL CARD](#)

OR

www.mattressfirmbenefits.com/wp-content/uploads/2013/07/ID-CARD-Dental-Temp-ID-Card.pdf

Contact OneAmerica to enroll in the 401(k) Plan

Mattress Firm has partnered with OneAmerica to administer our 401(k) Plan. You must enroll online at www.mattressfirm401k.com, Group Number G36192. The contact number is 800-249-6269.

Designate your Primary and Contingent Beneficiaries for your 401(k) Plan

You can obtain a Beneficiary Designation for your 401(k) Plan at www.mattressfirmbenefits.com/wp-content/uploads/2013/07/401k-OneAmerica-Beneficiary-Designation-Form.pdf. Retain a copy for your records and send the original to Mattress Firm Benefits Department.

Review your paycheck to confirm deductions for your selected Benefits programs

Payroll deductions will begin on the paycheck for the first pay period of the effective month of your Benefits programs. If your deductions are not reflected on that paycheck, or if you have any questions regarding your Benefits programs, contact Mattress Firm Benefits at:

Benefits Call Center 855-232-1849
M – F, 7:00am – 6:00pm Central Time
Or benefits@mattressfirm.com, Fax: 866-593-1124