

Romulus Community Schools Enrollment Form– Effective 7-1-14

Employee Name (First/Last): _____

MAKE AN ELECTION FOR EMPLOYEE CONTRIBUTIONS

- I elect to pay my required contributions for health care coverage on a **pre-tax** basis under the Romulus Community School's Premium Conversion Plan. I understand my salary will be reduced by an equal amount each pay period to cover the cost of my required contributions during the plan year. This election replaces any prior election(s) I have made (*standard default election*).
- I elect to pay my required contributions for health care coverage on a post-tax basis under the Romulus Community School's Premium Conversion Plan. This election replaces any prior election(s) I have made.

EMPLOYEE ACKNOWLEDGEMENT

- × I have been provided with a schedule of required contributions.
- × I understand that except for a Change In Status for the applicable coverage in the Plan, I cannot change my election of pre-tax benefits until the next annual Open Enrollment period.
- × The amount of salary reduction needed to pay premiums under the insured portions of the plan will be determined by my employer.

I agree that if I selected Pre-Tax Benefits above, my salary will be reduced by the amount of my required contribution for health benefits I have selected under the Plan, and that salary reductions will continue for each pay period until this election is changed or terminated. I agree that if I selected After-Tax Benefits my required contributions will be deducted in equal amounts from my paychecks on an after-tax basis during the year until this election is changed or terminated. I understand that:

- I cannot change or revoke my election prior to the next annual Open Enrollment period, unless I experience a Change in Status as defined in the Plan (e.g., birth of a child, divorce, marriage, etc.), and my election change (or revocation) is on account of and is consistent with the Change in Status, as described in the Plan.
- Under current law, salary reduction contributions are not counted when determining FICA earnings. If an employee earns less than the Social Security base wage, his eventual Social Security benefits could be slightly reduced. The value of income and FICA tax savings will normally exceed any eventual reduction in social Security benefits.
- Each year during the annual Open Enrollment period, I will have an opportunity to change my election. If I do not complete and return a new Romulus Community Schools Enrollment Form at that time, this election will continue unchanged until I make a new election under the terms of the Plan.

I have read and agree to the terms in the Agreement and in the Romulus Community Schools Plan.

Employee's Signature

Date