GIC FY25 OPEN ENROLLMENT 4/3/24 – 5/1/24

Complete each line on the enrollment form, sign and date. Enter zero (0) where no amount is being elected.

Return the completed and signed form to TASC via one of these methods:

By Fax: (608) 245-3623 *(If faxing this form, it must be received by 5/1/24)*

By Mail: TASC, PO Box 7308, Madison, WI 53707-7308 *(If mailing this form, it must be postmarked no later than 5/1/24)*

For GIC Coordinator to complete where applicable:			
Agency Type:		Agency Name/Division:	
Participant Plan Effective Date:		First Payroll Date:	

INDIVIDUAL/PARTICIPANT INFORMATION

First Name:		MI:		Last Name:	
TASC ID # (if known)			Email Address:		
Primary Phone #:		Mobile Phone #:		Employee ID:	
Primary Address	Address Line 1:				
	Address Line 2:				
	City:				
	State:		Zip/Postal Code:		
Date of birth:		Hire Date:		Payroll Frequency:	

All fields are required for account setup. Information is confidential and is not used for marketing purposes.

ANNUAL ELECTIONS

Prior to completing your election amounts below, please refer to the instructions on page 2.

I select the following benefits and amount(s) to be deducted pretax:		Employee Annual Salary Reduction Election Amount		Maximum Employee Annual Election	
☐	Healthcare FSA ☐ I elect to exclude my spouse (for HSA eligibility reasons)	$		$	
☐	Dependent Care Assistance Program (DCAP)	$		$	

TASC CARD

You will receive one TASC Card to use for your benefit account(s). You may request one additional card for your spouse or dependent free of charge. Cards are mailed to your home address 7-10 days after your enrollment has been processed. **To request an additional TASC Card for your spouse or dependent, print their name below or request via TASC web portal):**

1	**Spouse or Dependent Name (First, MI, Last):**	
2	**Dependent Name (First, MI, Last):**	
3	**Dependent Name (First, MI, Last):**	

AUTHORIZATION

I certify the above information to be true to the best of my knowledge and that the children for whom I will be claiming dependent or child care expenses either reside with me in a parent-child relationship or are legally dependent on me for their support. I agree to have my compensation reduced by the deduction amount(s) stated above. I understand amounts remaining in my flexible spending account(s) not used for qualified expenses incurred during the plan year will be forfeited in accordance with current plan provisions and tax laws. I further understand that the FSA deduction(s) will be in effect for the entire plan year and cannot be changed or revoked except as permitted by federal law. I understand that my share of eligible group premium(s) will be automatically deducted before taxes. I also understand that if I do not wish to have my eligible insurance contributions deducted pretax and prefer to be taxed on these dollars, I will contact my payroll department. I understand additional TASC Cards issued to my spouse or dependent will provide the named individual with access to my flexible spending account(s) and MyCash account. I accept all responsibility for card transactions incurred by the named individual and will submit supporting documentation, as requested, for those transactions. I agree that upon inappropriate or fraudulent use of the TASC Card or termination of employment, I will immediately return all TASC Cards to my Employer.

Signature: _____ Date: _____

ELECTION INSTRUCTIONS

Instructions for entering elections under each applicable benefit account type:

1. **Healthcare FSA Election:** The amount you expect to pay out-of-pocket toward eligible medical expenses throughout the plan year, which may include deductible and co-insurance portions of health insurance (NOT premiums), dental, orthodontic, and eye care expenses. Participants may elect a maximum based on the current IRS limits. Your employer's plan maximum may be less than the IRS maximum. Review your Summary Plan Description (SPD) for your specific plan maximum. Your election will be split into equal amounts to be deducted pretax from every payroll throughout the plan year. Your total annual election amount is available for reimbursement of eligible expenses on the first day of the plan year.
2. **Dependent Care FSA Election:** Amount you expect to pay out-of-pocket for eligible day care expenses for the Plan Year. The maximum allowable amount under IRS regulations is $5,000 per calendar year per family; $2,500 per calendar year for married individuals filing single. Plan funds are available as they are contributed.

IMPORTANT NOTE:
How Cafeteria Plans affect Social Security Benefits: Reduction of your Social Security benefits will be minimal and is offset by the tax savings and lower healthcare costs available under an FSA. To compensate for this minimal reduction, you may consider increasing your retirement plan funding.

For enrollment assistance: call toll-free 800-745-9202
Have your enrollment form, employer name, and your agency name ready.

Find all IRS limits on our resource web page: www.tasconline.com/benefits-limits/