Flexible Spending Account

Grace Period and How it Works

The Grace Period gives you more time to use your leftover money from last year. The beginning of a new year has two buckets of money: last year's and the new plan year's. Each bucket has rules.

Grace Period *(Overlaps the New Plan Year)*

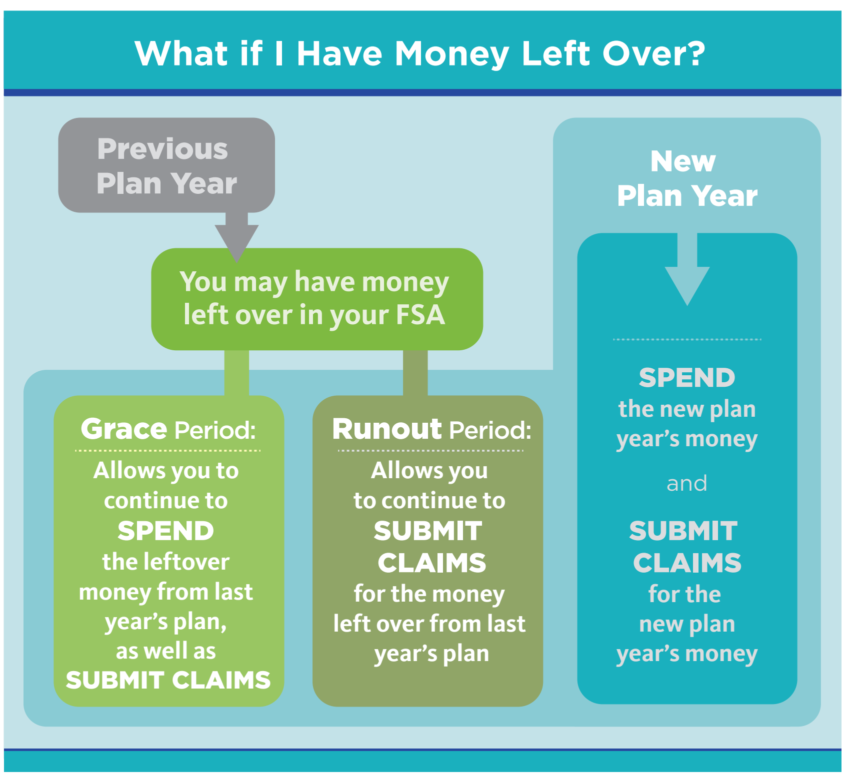
During the grace period you may submit claims for expenses dated during the last plan year. They will be paid from last year's bucket. You may also spend money from last year's bucket during the new plan year until the grace period is over or you have no money left in that bucket.

Runout Period *(Overlaps both the Grace Period and New Plan Year)*

During the runout period you may continue to submit claims for last year's expenses and services from any money remaining in last year's bucket. You may no longer claim money from last year's bucket for expenses dated during the new plan year. Any money left in that bucket is lost at the end of the runout period.

New Plan Year

Depending on the dates of your plan's grace and runout periods, claims at the beginning of the new plan year may be paid from either the last plan year's or the new plan year's buckets. Refer to your plan materials for actual dates.



IRS Regulations

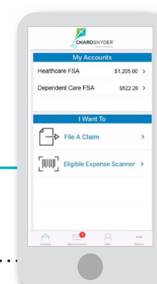
No matter how you use your FSA funds, the IRS requires proof your claim is for an eligible expense. You may be asked to send us a copy of your receipt, itemized statement, or Explanation of Benefits (EOB) as substantiation for your claim

You must spend your money within your plan's filing deadlines

Only eligible expenses can be reimbursed (no cosmetic healthcare expenses)

Once you claim an expense you may not claim it again on your annual taxes

Helpful Tips



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