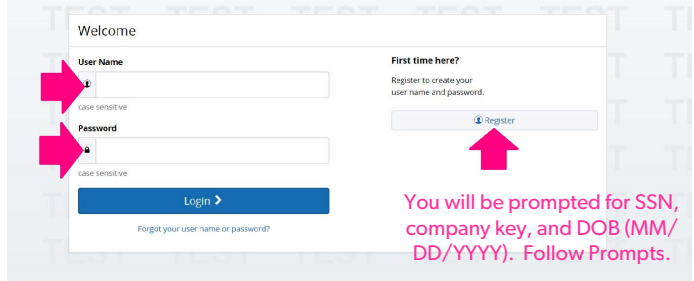


HOW TO ENROLL IN YOUR BENEFITS:



1.

Visit the enrollment website
WWW.BENEFITSOLVER.COM
 to get started

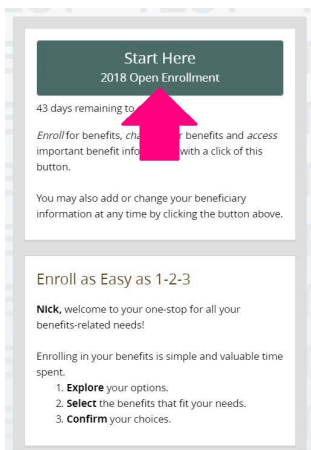


You will be prompted for SSN, company key, and DOB (MM/DD/YYYY). Follow Prompts.

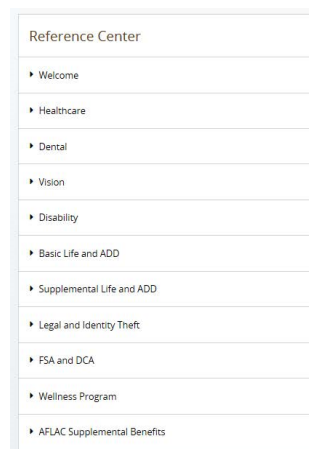
2.

If it's your first time to visit the site click REGISTER and proceed. After you have registered, you will go to USER NAME and PASSWORD. If your password is forgotten, click FORGOT YOUR PASSWORD, and proceed with prompts. **Your company key is lpsid (case sensitive)** For additional assistance logging in including locked accounts, contact the FFenroll Help Desk: Monday-Friday from 7 a.m. to 5 p.m. Phone: (855) 523-8422

3.

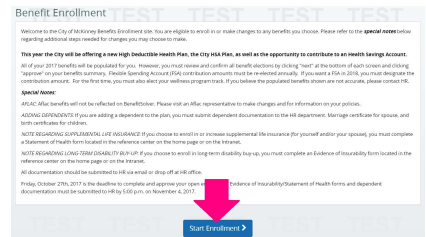


Click START HERE to begin the enrollment process. If you would like more information you may go to the REFERENCE CENTER to get more details on the available plans. You can view provider directories for the dental and vision plans if you would like to see the available network providers as well as brochures on each of the benefits available. Just click the benefit tab you would like to view.



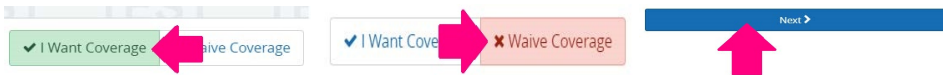
4.

The next screen contains text regarding the upcoming changes and important benefits dates. Please read the text and click START ENROLLMENT at the bottom of the page to proceed.



5.

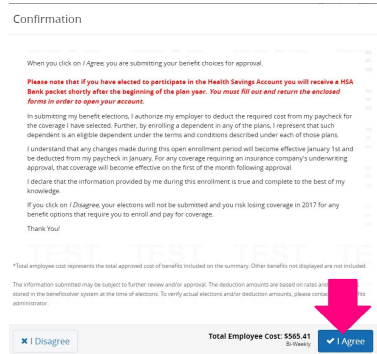
You will need to go through each benefit to select I WANT COVERAGE or WAIVE COVERAGE. At the bottom of each benefit page you will click NEXT once you have selected your choice



Employer Cost	Employee Cost	
\$913.00	\$130.00	Edit
\$53.25	\$10.75	Edit

6.

After you have completed all the benefits you will be directed to the "Review Enrollment" page. Here, you can make a change to a benefit selection if you wish to do so. Click EDIT to the right of the benefit if you want to change and elect different coverage.



7.

When you have finished reviewing and are satisfied with your enrollment choices, click APPROVE at the bottom of the "Review Enrollment" page. The next, and last screen is the Confirmation page, click I AGREE to complete your enrollment.