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BEN BENEFIT ENROLLMENT NAVIGATORS Powered by ADVANCED BENEFITS

Dear Renee,

It has been Benefit Enrollment Navigators' privilege to service your organization. Thank you for your time on the phone to review your upcoming renewal with your dedicated BEN enrollment specialist and for confirming the following items. Please check each box below acknowledging the items stated are correct.

Post Falls School District has 12 pay periods per year. DS

Post Falls School District takes deductions out of 12 pay periods per year. DS

Post Falls School District's pay periods fall on these days: 25th of each month. DS

During the past 12 months Post Falls School District has not made any changes to classes. *For example: Added a management class that you contribute a different amount for benefits than you do for the full-time class.* (20-29.75 Hours, 30-32.25 Hours, 32.5-40 Hours and Non Benefit Eligible) DS

Post Falls School District IS NOT interested in payroll integration through the BEN Enroll Platform. DS

Post Falls School District WOULD NOT like to add voluntary benefits for employees this open enrollment to enhance the employee benefit portfolio at no additional cost to Post Falls School District. DS

Post Falls School District currently DOES offer Aflac benefits. Aflac benefits are available to All benefit eligible employees. DS

Post Falls School District WOULD NOT like to start utilizing BEN Enroll to allow employees to make United Way Deductions. DS

Pet Insurance is now included as a value add for your employees at open enrollment. DS

If Post Falls School District is adding new lines of service or any major changes, we HIGHLY recommend an Employee Meeting. DS

When Open Enrollment is finished and there are some employees who have not completed, Post Falls School District will b) end all current elections and said employee will not have benefits. DS

Notes:

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Agreements:

1. I understand that any new hire with an effective date of 09/01/2021 or after, will need to wait until open enrollment is open to enroll. The new plans and rates need to be loaded before they will be able to see plans. When the new plans are ready for enrollment, BEN will send welcome emails to any new hires in the system.

   DS WL

2. I understand that Open Enrollment will not open for my employees until I walk through my enrollment and give consent that the portal is ready.

   DS WL

3. I agree to audit my monthly carrier invoices against the BEN Enroll system and if any discrepancies arise, I will notify the BEN Team as soon as possible. If a discrepancy goes undetected for more than two months, an audit fee of $150 will be imposed for BEN to do a full audit and correct the discrepancy.

   DS WL

Your Signature: DocuSigned by: Wendy J. Lee 5D7DC244F0A3450...

Date Signed: 8/4/2021