

# Wyandotte Public Schools

Attention Benefits Department

## Employee Health Savings Account (H.S.A.) Contribution Authorization Change Form

Your Blue Cross/Blue Shield High Deductible Simply Blue Plan allows for you to add, change or stop your Health Savings Account (H.S.A) contribution on a monthly basis each calendar year. If you are interested in making a change to your Health Savings Account (H.S.A.) in the next allowable pay period, please complete this form and forward it to the Benefits Department or email the form to Diane Fisher, Benefits Coordinator, at FisherD@wy.k12.mi.us.

Please indicate your H.S.A. employee contributions change on a per pay basis for the pay period listed below:

Amount	<input type="text"/>	New	Change	Cancellation	<input type="text"/>	Effective Pay Date
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I authorize Wyandotte Public Schools to deposit my contribution amount automatically to my designated H.S.A. account each pay period beginning with the pay date indicated above. This authorization will also allow Wyandotte Public Schools to make adjustments to correct errors. I understand that this H.S.A. contribution change is irrevocable and cannot be stopped or adjusted until I request another change. I also understand that this change is for my additional H.S.A. contribution.

\_\_\_\_\_  
*Employee Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Employee ID# / H.S.A. Account #*

\_\_\_\_\_  
*Please Print Employee Name and Daytime telephone Number*

Please note:

Maximum H.S.A. contribution for 2023 calendar year is \$3,850/Single or \$7,750  
2-Person or Family \*Catch-up Contribution (age 55+) is \$1,000

All questions regarding H.S.A. Contribution Changes should be forwarded to the Benefits Department at FisherD@wy.k12.mi.us