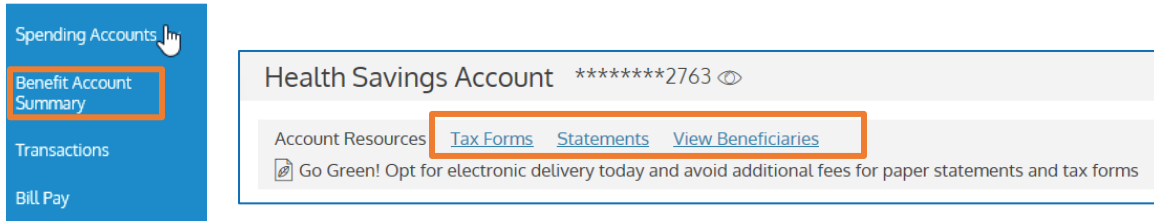


Document Delivery Preferences for Tax Forms and Account Statements

You can set your delivery preferences for your annual tax forms as well as your monthly account statements right from the **Benefit Account Summary** page.



Tax Forms

To set your delivery preferences for your tax forms, click on the **Tax Forms** hyperlink. The **Tax Form Delivery Preferences** pop-up will display. You will be presented with two options:

- The **Paper** option will enable you to receive your 1099-SA and your 5498-SA via US mail. You will be charged a \$1.50 fee for the delivery of the forms via US Mail.
- The **Electronic Only** option will enable you to avoid the \$1.50 paper delivery fee. With this option, you will need to verify your ability to access electronic documents. The pop-up provides directions for this verification. After entering the PIN number presented to you in the Sample PDF file into the field, click the **Submit** button.

Tax Forms Delivery Preference

How would you like to receive your Tax Forms(1099-SA and 5498-SA)?

Electronic Only
 Paper

Electronic Documents Access

In order to elect Electronic Documents, you must verify your ability to access Electronic Documents.

Please open [Sample PDF File](#) and enter the PIN Number below.

Enter PDF PIN Number ✓



Go Green! Opt for electronic delivery of statements and tax forms to avoid the \$1.50 fee per statement for paper delivery.