

MARIFLEX

Pre-Tax Spending Program

Give yourself a raise, without having to ask your boss...

Flexible Spending Accounts allow you to save from 25-40% on the money you set aside to help pay for your out-of-pocket medical or dependent care (typically childcare) expenses. The money is deducted pre-tax, meaning you avoid paying Federal income tax and FICA taxes on the money you set aside. Each year during open enrollment (or, if you are a new employee, during the period you are eligible to enroll) you decide how much you want to set aside as your annual election. The annual amount is then deducted from each pay period over the course of the year.

You can set aside up to \$5,200 for healthcare & up to \$5,000 for dependent care (\$2,500 if you do not file a joint tax return) for the 2009 Fiscal Year (July 1, 2008 - June 30, 2009).

When you have expenses, you submit a claim form and an itemized statement of services to ASI for processing. Payments for valid claims will

be issued within one business day of receipt. ASI can deposit your reimbursement into a checking or savings account & send you an email notification of the payment information. *The reimbursements are tax free!*

Pay for
expenses you
already have with
pre-tax dollars & save

BIG!

Put some thought into how much you want to set aside; unused funds are forfeited at the end of each Fiscal Year.

Don't let the "use it or lose it" clause scare you. If you are new to Flex Spending, start out small. Most people aren't aware of how much money they are spending on expenses such as childcare or medical expenses.

During the first year, keep track of all of your expenses even after you have used up all of your funds. This way you will have a much better idea of how much to set aside during the next open enrollment period. If you have questions about an eligible expense, check out ASI's website (www.asiflex.com) or call an ASI benefit counselor at (800) 659-3035.

2009 Plan Year:

Set aside expenses for the next 12 months!

As you decide how much to set aside, remember that the plan year is for 12 months and runs from July 1, 2008-June 30, 2009.

Open Enrollment for the FSA program runs from April 14 - May 2.

Enroll online at:

my.maricopa.gov

DEPENDENT CARE SPENDING ACCOUNT

ASI Contact Info:

Web: www.asiflex.com

Email: asi@asiflex.com

Phone: (800) 659-3035

Toll-Free Fax:
(866) 381-9682

Dependent Care Flexible Spending Accounts are designed to create a tax break for participants while you, or you and your spouse (if you are married), are working or looking for work or are a full-time student. The IRS mandates that no more than \$5,000 per household (\$2,500 if you do not file a joint tax return) be set aside in the Dependent Care FSA for a given calendar year.

Dependent Care FSAs are setup a little differently than the Healthcare FSA. ASI can only reimburse you the amount you have contributed to the Dependent Care account. Any amounts requested above the amount

contributed will be automatically reimbursed as subsequent contributions are deducted from your paycheck.

Please note that IRS regulations disallow reimbursement for services that have not yet been provided, so if you pay in advance for your expenses, *you can only claim service periods that have already occurred.*

Eligible expenses include daycare, babysitting, & general purpose day camps. Ineligible Expenses include overnight camps, care provided by a dependent & care provided while you are not at work.

MARICOPA COUNTY Flexible Benefits Program

HEALTH CARE SPENDING ACCOUNT

STRETCH YOUR \$

Healthcare expenses are rising at the rate of 12% per year. Help offset this additional expense by setting aside up to \$5,200 in your pre-tax healthcare flexible spending account for the 2009 Plan Year (July 1, 2008 - June 30, 2009). You can avoid paying State and Federal income & FICA taxes on out-of-pocket medical expenses incurred by you or any of your dependents (a dependent is any individual you can claim on your Federal Income Tax Return). *Please note that your dependents do not have to be enrolled in Maricopa County's health insurance program to have their expenses qualify for reimbursement.*

As soon as you incur an expense, you can submit a claim to ASI for reimbursement. Fill out a claim form and attach an itemized statement of services from your provider and ASI will reimburse you for all eligible expenses.

Eligible expenses include copays, deductible, prescriptions, chiropractic work, dental work (excluding cosmetic procedures such as teeth bleaching & veneers), orthodontics, eyeglasses, contact lenses, and over-the-counter medications (OTC). OTC medicines such as cold and flu medicines, allergy medications, band-aids, heartburn medicine and headache medication are automatically ok. Items such as vitamins and nutritional supplements require a letter of medical necessity from your provider stating the medical condition that is being treated with the item before you can be reimbursed.

Check out www.asiflex.com for more details on how the pre-tax program works, as well as a more detailed list of eligible expenses.

FSA Reminder:

To allow participants a longer period of time to receive health care services for the 2008 Plan Year (July 1, 2007-June 30, 2008), an extension has been granted. Employees who participate in the FSA 2008 Plan Year will have until September 15, 2008 to incur expenses to satisfy their 2008 elections and have until November 30, 2008 to request reimbursement of those health care services from ASI.

FLEXIBLE MEDICAL BENEFITS WORKSHEET

Annual estimated expenses for services rendered during the upcoming plan year that will not be reimbursed by your medical and/or dental plans:

Deductible, copays & coinsurance	\$ _____
Routine office visits	\$ _____
Non-covered prescriptions (infertility, etc.)	\$ _____
Hearing Aids	\$ _____
Over-the-counter meds	\$ _____
Chiropractic expenses	\$ _____
Eyeglasses/Contact lenses expense	\$ _____
Dental Work	\$ _____
TOTAL ANNUAL MEDICAL EXPENSES:	\$ _____

It really adds up...