U.A. LOCAL NO 393

DEPENDENT CARE ASSISTANCE FLEXIBLE SPENDING ACCOUNT PLAN

SPECIAL ENROLLMENT FORM FOR PRE-TAX DEFERRALS FOR 2021 CALENDAR YEAR

The purpose of this Special Enrollment Form is to allow you the opportunity to elect, change or revoke the election of contributions into the U.A. Local No. 393 Dependent Care Assistance Spending Account Plan. IMPORTANT: IF YOU DO NOT COMPLETE THIS FORM YOUR ELECTION WILL REMAIN THE SAME.

If you previously completed an Election Form for Pre-Tax Deferrals and wish to change or revoke your previous benefit election, then the Plan is providing a Special Enrollment opportunity.

If you would like to elect, change, or revoke your previous election, then please complete and return the below form.

If you do not want to elect, change, or revoke your election, then no action is required.

As a reminder, below is a summary of the current rules for contributions:

If you are eligible for benefits under the U.A. Local No. 393 Health and Welfare Plan and you and your spouse need childcare or other qualified dependent care while you both work or look for work (or your spouse is a full-time student or incapable of self-care), you are eligible to contribute to the U.A. Local No. 393 Dependent Care Assistance Spending Account Plan. See the attached FAQ for more information.

Note that the contribution limits are the lesser of:
- $5,000 per Plan Year (January 1 to December 31), but note that this is reduced to $2,500 if you are married but file separate tax returns
- Your total earned income
- Your spouse’s total earned income

Therefore, if your spouse is unemployed and has no source of income you should not enroll in the Dependent Care Flexible Spending Account Plan. (Please note that if your spouse is incapable of self-care or is a full-time student and you claim one dependent, his or her earned income is considered to be $250 per month. If your spouse is incapable of self-care or a full-time student and you claim two or more dependents, your spouse’s earned income is considered $500 per month).

This is also a use it or lose it benefit, meaning that if you contribute funds and don’t utilize them, your account will be forfeited. You should think carefully about your childcare needs before
enrolling. The IRS requires that all money contributed to your Dependent Care Assistance Flexible Spending Account in a Plan Year (January 1 – December 31) be used in the Plan Year or the Grace Period (through March 15th of the following year). Please note, for the 2020 Plan Year, the Grace Period is extended from March 15, 2021 to December 31, 2021. Further, for the 2021 Plan Year, the Grace Period is extended from March 15, 2022 to December 31, 2022. Any monies remaining in your U.A. Local No. 393 Dependent Care Assistance Flexible Spending Account at the end of the Grace Period are forfeited to the Plan.

Please make the following election:

[ ] I hereby elect to **REVOKE** my participation in the U.A. Local No. 393 Dependent Care Assistance Flexible Spending Account for Plan Year effective January 1, 2021.

[ ] I hereby elect to **CHANGE** my participation in the U.A. Local No. 393 Dependent Care Assistance Flexible Spending Account for Plan Year 2021. I authorize my employer / employers to withhold from my wages each pay period as follows: (check one)

[ ] $4.00*

[ ] $3.00*

[ ] $2.00*

[ ] $1.00*

for each hour of covered employment for which I am paid. I understand that my total withholding during the 2021 year may not exceed the contribution limits as described above. The withholding will become effective with hours commencing July 1, 2021. This election shall apply to all signatory employers that I may work for thereafter.

Print Name: _________________________________   Last Four Digits of SSN: _________

Signature: _________________________________   Date: _________________________

Current Employer: ______________________________________________________________

* The payment of U.A. Local No. 393 Dependent Care Assistance Flexible Spending Account Contributions shall be at this same hourly rate for straight time, overtime and double-time hours.