

## PC-EZ: PREMIUM CONTRIBUTION PLAN FEES & SERVICES

Thank you for inquiring about our self-administered product and service package, PC-EZ, for Premium Contribution Plans purchased through BenefitHelp Solutions (BHS). We have designed the PC-EZ to “Make It Easy” for you to provide a Premium Contribution plan for your employees.

With PC-EZ you will provide your employees with the advantage of using pre-tax dollars to pay for their portion of qualified group insurance premiums, while saving your company on payroll taxes. With PC-EZ you will have the benefit of instant non-discrimination test results unlike most Premium Contribution Plans. This provides for immediate adjustments in the event your Plan fails.

### Fees:

Set Up Fee .....	\$150.00
Renewal Fee .....	\$75.00

### Services:

- BHS provides model Plan Document and model Summary Plan Description
- BHS provides template for enrollment form
- BHS provides template and formula for self Nondiscrimination testing, you perform the testing
- BHS provides the Plan with regulatory updates (as they occur) that effect the way the plan is administered.
- BHS provides access to technical assistance to the Plan for nondiscrimination testing, plan documents and other administration issues.

A packet will be sent once we receive payment of the set-up fee. BHS will not provide services until payment is received.

### ACTION for Employer

### TIMELINE (Minimum)

1. Decision: Whether or not to purchase PC-EZ. Inform BHS by providing the following information: <ul style="list-style-type: none"><li>• Pay Set-up fee</li><li>• Fill out group application</li></ul>	30+days prior to effective date of new plan year
2. Enrollment Election	Any time prior to start of new plan year
3. Nondiscrimination Self Test	We recommend this be done immediately following enrollment elections and prior to the first payroll cycle of the new Plan year

We look forward to hearing from you and hope that the PC-EZ will “Make It Easy” for you. Please contact BHS Marketing at (503) 765-3439 if you have any questions.