Dear Albemarle FSA Participant,

RE: 9/1/18 – 12/31/18 FSA Short Plan Year

Please accept this communication as a reminder that you are currently enrolled in the FSA Short Plan Year 9/1/18 – 12/31/18. You are receiving this communication because you have a balance in the current short plan year. The short plan year will be ending 12/31/18.

Important dates and information regarding your FSA funds in the Short Plan Year:

- The Short Plan Year dates will be September 1, 2018 – December 31, 2018
- Health Care balances up to $500.00 will carryover on January 1, 2019 and be available for 2019
- Dependent Care grace period to incur services will be 2 ½ months; dependent care services may be incurred September 1, 2018 – March 15, 2019
- The run-out period to turn in claims for reimbursement will be as follows:
  - Health Care & Limited Purpose Health Care run-out period ends April 30, 2019 (120 days)
  - Dependent Care (day care) run-out period ends May 15, 2019 (45 days after grace period ends)

If you have any questions regarding the Flexible Spending Accounts, the short plan year FSA, and/or the new calendar year FSA for 2019, please contact me at (540) 437-1469 or kgroves@LDBBenefitsadmin.com

Best regards,

Karen Groves