



HSA OPEN ENROLLMENT 2016

EMPLOYEE NAME (LAST, FIRST, MI)			
STREET ADDRESS		CITY	STATE ZIP
DATE OF BIRTH		SSN	
DEPARTMENT:	COUNTY <input type="checkbox"/>	SCHOOLS <input type="checkbox"/>	JAIL <input type="checkbox"/> LIBRARY <input type="checkbox"/>

MEDICAL HSA (Health Savings Account) * Can only be paired with the HDHP plan.**

- I accept coverage and authorize deductions for deposit into my Medical HSA account below.
- HSA Eligibility:**
 - o Covered under a HDHP
 - o Is not covered by any other health plan that is not a HDHP
 - o Is not currently enrolled in Medicare or Tricare
 - o Has not received medical benefits through the Department of Veterans Affairs (VA) during the preceding 3 months
 - o May not be claimed as a dependent on another person's tax return.
 - Hanover County & Schools will contribute annually the following towards your HSA:**
 - o \$1,200 for an Individual (\$600 in January and \$600 in July)
 - o \$2,400 for Individual + Spouse, Child, Children or Family (\$1,200 in January and \$1,200 in July)
 - 2015 HSA Contribution Limits:**
 - o Individuals can contribute up to \$3,350
 - o Families (Employee + any dependents) can contribute up to \$6,750
 - o If you are 55 or older, you can contribute an additional \$1,000 catch-up contribution each year you are HSA eligible.
 - o These totals represent employee and employer contributions combined.

	Single	Family	EXAMPLE
A. Hanover Contribution for 2015 Plan Year	Prior to July 1st \$1,200, after July 1st \$600	Prior to July 1st \$2,400, After July 1st \$1,200	\$1,200
B. Your Annual Contribution Election (if you are 55 or older in 2015 you may add an additional \$1000 to the maximums listed to the right)			\$2,150
C. Per Payroll Amount (divide your personal annual contribution listed in "B" by the number of pay dates left in the year – 24 total)			\$89.58
ANNUAL TOTAL = A + B			\$3,350
IRS Maximums Allowed (combines Employer and Employee contributions)	\$3,350	\$6,750	

Your eligibility to contribute to an HSA is determined by the effective date of your HDHP coverage. Your annual contribution depends on your HDHP coverage. If you are covered on December 1, you are treated as an eligible individual for the entire year and do not need to prorate contributions based on number of months enrolled. However – if you cease to be an eligible individual during the next calendar year, the excess over the pro-rated contribution is included in income and subject to a 20% additional tax. The amount you can contribute is not determined by the date you establish your account.

I have been offered the above employee HSA account, I am eligible to open an HSA and I have selected my choices. I agree that my employer may deduct from my wages the appropriate amount on a **pre-tax basis**. I understand that I **MAY** change this elected amount at another time throughout the year for no reason, but I must update this form in order to do so.

SIGNATURE: _____

DATE: _____

HR ONLY: Received _____ Processed _____ By _____
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