

**FLEXIBLE BENEFITS CLAIM FORM**

PLEASE READ AND COMPLETE THE FOLLOWING BELOW:

EMPLOYER: \_\_\_\_\_ PHONE NUMBER: ( ) - \_\_\_\_\_

EMPLOYEE'S NAME \_\_\_\_\_ SS# \_\_\_\_\_

Please note: In most circumstances, claims must first be submitted to your insurance carrier. When you receive an Explanation of Benefits (EOB), attach a copy to this claim form.

When an EOB is not applicable, (e.g. co-payments, vision care, and other non-covered expenses), please submit receipt.

TOTAL UNREIMBURSED MEDICAL, DENTAL, ETC. \$ \_\_\_\_\_

TOTAL DEPENDENT DAY CARE \$ \_\_\_\_\_

**I certify that these expenses have not been reimbursed and I will not seek reimbursement for them under a major medical plan or any other health plan, such as an individual policy or my spouse's or dependent's health plan. I understand that the expense for which I am reimbursed may not be used to claim any federal income tax deduction or credit.**

\_\_\_\_\_  
EMPLOYEE SIGNATURE

\_\_\_\_\_  
DATE

**DEPENDENT CARE REIMBURSEMENT STATEMENT**

**Day care provider must complete Affidavit if you do not have an actual paid receipt.**

I have provided child/adult care for \_\_\_\_\_  
Dependent Name Age

For the period beginning \_\_\_\_\_ and ending \_\_\_\_\_  
Date Date

Services were provided to \_\_\_\_\_ for fee of \$ \_\_\_\_\_  
Employee Name

Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ Tax ID/SS# \_\_\_\_\_

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\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date