Ameriflex

Plan Year:

Client Legal Name:

All fees billed to: ☐ **Client** ☐ **Broker**

Open Enrollment Dates:

Please allow 1 week for the letters to be printed and mailed out and at least a 1 to 2 week period of time for your members to elect from. This will ensure that your members have ample time to receive their Open Enrollment package, make their elections and mail their election form back to Ameriflex.

Start: **End:**

Open Enrollment Tiers:

OE packet pricing is based on the total number of pages the package includes. The packages are printed front to back on 8 ½ by 11 inch paper and include postage and processing. The first 3 pages of each package include The OE Cover Letter, OE Template Letter and OE Election Form. Please only include the plan SBC's (Summary of Benefits Coverage) if possible to reduce the total number of pages. Packages with 61 pages or more require a custom price quote which would include a larger envelope and costlier postage.

	Tier 1 1-30 Pages Total	Tier 2 31-60 Pages Total	Tier 3 61 or More Pages
Price per package	$15 ($60 Min.)	$23 ($100 Min.)	Contact Us
OE Cover Letter	Page 1		
OE Template Letter	Page 2		
OE Election Form	Page 3		
Plan SBC's	Pages 4-30	Pages 4-60	Pages 4-61+

By providing your name below, you acknowledge and agree to the pricing structure listed above, based on the total number of pages each package contains.

Signature: **Date:**

Name and Title:

Please Note: This Open Enrollment Service Agreement shall be an addendum to your already-existing Administrative Services Agreement with Ameriflex. In the event of any conflict between the two documents, this document shall control with regard to the provision of Open Enrollment Services only.