

SERVICES & SUPPORT

Plan Set Up

Includes: Plan Document, Summary Plan Description, Board Resolution, enrollment and claim forms.

Annual

Compliance testing, 5500 Tax Forms and Regulatory Amendments as needed.

On-Going

Employee presentations and practical training for day-to-day administration.

Month-to-month administrative support tailored to your needs and specific type of plan.

Same or next day response.

Email: Cafeteria@profben.com

Web page: www.profben.com

Optional medical debit card for eligible plans.

FEES - ONE TIME

Plan Setup & Documents -

Full Cafeteria / Premium Only Cafeteria / Full with HSA Plans \$350

Health Reimbursement Arrangement Plans \$400

Transportation Plan \$150

FEES - ANNUAL

Premium Only \$100

(Discrimination testing, enrollment forms
and document maintenance.)

5500 Tax Form, if needed \$100

FEES - MONTHLY ADMINISTRATION

Full Cafeteria, Health Reimbursement (HRA), Transportation

Monthly Minimum \$50 / \$55 with debit card

Less than 100 enrolled employees \$5 per plan participant / \$5.50 w/ debit card

100 or more enrolled employees \$4 per plan participant / \$4.50 w/ debit card

Per Claim (HRA high deductible plans only with
\$1,000 or greater employee out-of-pocket)

\$25 each claim/\$50 minimum+\$100 annual

Two or more plans: second plan billed at 50%

FEES - ADDITIONAL PER EVENT

Amend & Restate Existing Document \$350

Review Existing Documents & Set Up Fees (all types) \$175

(plan documents are already in place - we review)

Plan Amendment \$100

Mid-Year Take-Over \$100 minimum

Adoption Agreement \$150

FEES - ADDITIONAL WORK AT HOURLY RATE

Any additional required services not specifically listed above.

\$50 per hour