

CLAIM FORM

Employee: _____ Email Address: _____

Social Security No: _____ Employer: _____

For each of the accounts, please include documentation in the order you have listed and attach to this claim form. **NOTE: Cancelled Checks or credit card receipts/statements are not valid forms of documentation.**

Health FSA

Dates of Service	Type of expense (i.e., eye exam)	Dollar Amount
1.		\$
2.		\$
3.		\$
4.		\$
5.		\$
Claim Total		\$

Dependent FSA

Please provide the following information. A statement from the day care provider listing:

*Date(s) of service, *Charges, *Provider's signature *or Provider's signature on daycare provider letterhead

Date(s) of Service	Dependent Name	Dependent Age(s)	Dollar Amount
1.			\$
2.			\$
3.			\$
Claim Total			\$

Provider of Dependent Care Statement

Name:	Telephone:
Address	City, State, Zip
Tax ID or Social Security Number	NOTE: Prepare to file IRS form 2441 with your tax return.

I certify that the expenses for reimbursement requested from my accounts were incurred by me (and/or my spouse and/or eligible dependents), were not reimbursed by any other plan, and, to the best of my knowledge and belief, are eligible for reimbursement under my reimbursement plans. I (or we) will not use the expense reimbursed through this account as deductions or credits when filing my (our) individual income tax return.

Any person who knowingly and with intent to injure, defraud, or deceive any insurance company, administrator, or plan service provider, files a statement of claim containing false, incomplete or misleading information may be guilty of a criminal act punishable under law.

Signature: X _____ Date: _____