
From: [REDACTED] <[REDACTED]>
Sent: Monday, December 25, 2017 8:56 PM
To: jeffrey E.
Subject: Fwd: Flexible Spending Account Enrollment FINAL REMINDER-Dec 29 Deadline

Do I need this when I start at IPI?

<=iv class="gmail_quote">

----- Forwarded message -----

Fr=m: [REDACTED] <[REDACTED]>

Date: Mon, Dec 25, 2017 at 3:54 PM

Subject: Fwd: Flex=ble Spending Account Enrollment FINAL REMINDER-Dec 29 Deadline

To: renb=lotova <[REDACTED]> <=a>> <mailto:[REDACTED]>

To: IPI NY <[REDACTED]>

Subject: Flexible Spending Account Enrollment FINAL REMINDER-Dec =9 Deadline

FINAL REMINDER for FSA Elections for =018 by December 29th.

Dianna Tavaréz

Office Manager

International Peace Institute

From: Dianna Tavaréz
Sent: Thursday, December 14, 2017 3:29 PM
To: IPI NY <[REDACTED]>
Subject: Flexible Spending Account Enrollment Reminder-Dec 29 Deadli=e

Dear All,

Friendly reminder if you are enrolled=or will be enrolling in the FSA plan for 2018 the deadline to enroll or ma=e changes is December 29, 2017 as stated below. Steps to update any changes below:

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<<http://pages.paychex.com/rs/=84-BXD-202/images/logo-paychex01.png>>

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Flexible Spending Account Annual Enrollment Reminder

Great news, your Flexing Spendi=g Account (FSA) Open Enrollment period has begun!</=>

As a reminder, we aut=atically roll your 2017 FSA elections to the 2018 plan year. We've made it easy for you to view your =lections and make updates via the PBA web portal <<http://epages.paychex.com/n0Bj0xk03l0q0DX0er30in8>> through December 2=, 2017.

If you are satisfied with your =018 elections, no action is necessary, however; this is a great time to vi=it the PBA web portal <<http://epages.paychex.com/n0Bj0xk03l0q0DX0er30in8>> to take advantage of our free Mobile App, Direct Deposit,=and much more!

Follow these steps to u=date your 2018 elections:

1. Log in to www.paychexflex.com <<http://epages.paychex.com/jlIX0r3qB308e0j0Diy0n00>> *

* *Note<=m>: If you have a MyPaychex account (Preview clients), you must access the web=ite through <https://www.mypaychex.com> <<http://epages.paychex.com/kB3mq0000nj03Xiler0z80D>>

2. Once you have logged in, click Paychex Be=efit Account.
3. Follow the prompts to Update Enrollment to u=date your elections.

If you already updated your enr=llment or want to keep your enrollment the same for the 2018 plan yea=, please disregard.

If you have questions about your plan or the Open Enrollment process, please contact us at PaychexBenefitAccount@paychex.com <<http://epages.paychex.com/NX00ABli003rjnD0n080e3q>> or 877-244-1771. Our representatives are available Monday through Friday between 8:00 a.m. and 8:00 p.m. ET.

Sincerely,

Paychex Benefit Account Services</=>

<<http://epages.paychex.com/n0Bj0=o03l0q0DX0er30in8>> </=>

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<<http://epages.paychex.com/trk?t=1&=mp;mid=Nzg0LUJYRC0yMDI6MjQ3MDQ6MTQyNTI6NjQxMjg6MDoxNzQ0Mjo5OjlyOTMxOjQ2M=E3MjQzOmhlcnJlcmFAaXBpbnN0Lm9yZW==>>

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Sincerely

[REDACTED]