

FLOORS INC. BENEFIT PACKET

All Full Time Employees become eligible for our benefits on the first of the month following 60 days.

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- **Employee Handbook** – Upon printing this packet and reviewing our Company Policy, you must sign page 1, and return it to your Manager, so it can be forwarded to Human Resources. Failure to turn in a signed sheet within 60 days of receipt may result in disciplinary action or termination.
- **The Floors PHI Description**
- **2009-2010 Benefits Cost Sheet**
- **Benefits Comparison Chart**
 - UHC Choice + Plan 9TV – Base Plan
 - UHC Choice + Plan 7EL – Buy Up Plan
- **United HealthCare Enrollment Application**
- **Health Reimbursement Arrangement (HRA) – Pertains to Base Plan Only**
- **United HealthCare Benefits Summary Packet – Plan Specifics Base Plan**
- **United HealthCare Benefits Summary Packet – Plan Specifics Buy Up**
- **MyUHC.com**
- **Medco – Pharmacy Prescription by Mail**
- **Medco Questionnaire and Mail Order Form**
- **UHC General Information**
- **Cobra Rights**
- **Waiver of Coverage**
- **Dental Select – Including Free Vision Discount Plan (Included) – 3 Dental Options, including Discount, Co Platinum, and Indemnity PPO Platinum**

- **Precision Administrators (Employee Authorization Agreement) – Notice:** **This form confuses almost everyone.** It’s used for a couple of different purposes, including an inventory of all pre-taxed deductions taken from your paycheck for the IRS, and an enrollment form for our Flexible Spending Account and Dependent Care Account. I can’t stress this next statement enough. **“Every full time employee of Floors Inc. must sign this form and turn it in, even if you are waiving everything we offer”**

A claim form and direct deposit form are also included along with a Dependent Card Request Form if applicable

- **Group Vision Care Plan – This is a buy up Vision Plan with additional benefits (VBA)**
- **Life Insurance – Every full time employee must turn in this form. Floors Inc provides \$20K of Life Insurance on you as long as you are an employee. You just need to fill out the beneficiary section. You can also buy additional Life Insurance for yourself, spouse, and children.**
- **Floors Inc. Employees Stock Ownership Plan – A summary description of our ESOP Plan**
- **Allstate Accident and Cancer plans are also available upon request.** The enrollment for both of the plans our done with the assistance of Mike Trader of the Brants Company. Enrollment is conducted online with Mr. Trader or an Allstate agent. Contact Human Resources for more information.