## **Paychex PEO Health and Benefits Annual Enrollment Time is Here!**

This is your one chance to submit or change your benefit elections each year, don't miss your opportunity!

## Important things to complete:

- Log in to paychexflex.com and select the H&B icon
- · Verify your address and personal data
- Choose benefit elections
- Submit your benefit elections
- Save or print your confirmation page
- Complete your 2021 FSA elections by selecting the PBA icon



December 2020						
S	M		W		F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## Don't Forget!

The last day to enroll in health and benefits is December 1, 2020

With Paychex Flex® you can gain access to your benefit information - and payroll and HR - from your desktop or mobile device.

If you have questions, we are available Monday - Friday from 8:00 a.m. to 8:00 p.m. ET.: Health & Benefits contact us at 800-741-6277, option 4, or peo benefitsteam@paychex.com or FSA 877-244-1771.

