

Adoption Agreement for Section 125 - Flexible Benefits Plan

The undersigned, _____ United Methodist Church, by executing this Adoption Agreement, hereby adopts the Section 125 – Flexible Benefits Plan as of the Effective Date set forth in Section 1 of this Adoption Agreement.

Section 1 - Effective Date

The “Effective Date” shall be the first day of the plan year following the date upon which the *Finance Committee* of the above stated local church has accepted this Adoption Agreement.

Section 2 - Eligibility For Participation

The local church elects to offer the Section 125 – Flexible Benefit Plan to their pastor(s) and all part-time and full time employees. (Temporary and seasonal employees are not eligible.)

Section 3 - Required Participant Contributions

The local church elects to submit monthly to the East Ohio Conference Treasurer’s Office the required contribution as stated on each participant’s election form.

Section 4 – Limits of Participant Contributions

A participant’s monthly contribution cannot exceed their monthly compensation. The contribution amount for the medical reimbursement account cannot exceed the plan maximum of \$ _____ (\$2500 is the maximum limit in 2013 per Patient Protection and Affordable Care Act.) The contribution for the dependent care account cannot exceed the IRS limit of \$5000 in a Plan Year.

Section 5 – Financial Liability

The local church will fund the participants’ total contribution election amount regardless of the amount withheld from participants’ pay as long as qualified expense incurred while under employment.

Continued on the reserve side

Section 6 – Deadline for Plan Year Reimbursements

The participants must file claims for reimbursements within 90 days following the last day of the Plan Year.

Section 7 – Plan Year Elections

The local church elects to distribute to all eligible participants the Flexible Benefits Plan Participant Handbooks and Election Forms and send elections to the Conference Benefits Office to be received no later then the last day prior to the first day of the Plan Year.

Section 8 – Adoption

On this ____ day of _____, 20__ the undersigned, a duly authorized representative of the _____(local church), hereby declares the local church’s desire to adopt the Section 125- Flexible Benefits Plan and hereby certifies that the local church’s appropriate governing board has: 1) authorized the local church’s adoption of Section 125- Flexible Benefits Plan as of the Effective Date set forth in Section 1 of this Adoption Agreement and as set forth herein; and 2) directed the undersigned to execute this Adoption Agreement on behalf of the local church.

PLEASE TYPE OR PRINT:

Name of signatory: _____ Title _____

Signature

On behalf of local church: _____ Date _____

Name of local church: _____

Address: _____

District: _____

Name of local church Plan Administrator: _____

Phone number of the Plan Administrator: _____

Please retain copies of this form for the church’s records.

Please send completed original ‘Adoption Agreement’ form to:

Betsy Stewart – Benefits Manager
East Ohio Conference
8800 Cleveland Ave. N.W., P.O. Box 2800
North Canton, Ohio 44720