



Return this form to:
 HR/Benefits Office
 Fax: (616) 234-3907

HEALTH SAVINGS ACCOUNT (LMCU) PAYROLL DEDUCTION FORM

Employee Name		Employee ID/Social Security Number(last 4 #'s):		
Address	City	State	Zip Code	Home Phone
Email Address			Work Phone	

***New Deduction**
 Replace Existing Deduction
 Cancel Payroll Deduction

CONTRIBUTION AMOUNTS		
I wish my contributions to begin on pay date:		
Per paycheck Amount:	#of paychecks:	Annual Contribution Amount:

ANNUAL LIMITS		
IRS Annual Limits Calendar Year 2019	Single Coverage \$3,500	Family Coverage \$7,000
Maximum Catch-Up Contributions:** Calendar Year 2019	\$1,000	\$1,000

**Individuals who have reached Age 55 are permitted to make "Catch-up" contributions

As an eligible employee, I acknowledge that I understand the benefits, rights, and obligations available to me under the plan and that the above deductions, if any, will be made on a pre-tax basis. I am enrolled in a High Deductible Health Plan with H.S.A. and certify that I am not eligible to receive any benefits under another health plan or general purpose FSA. I also understand that in order to avoid tax consequences, it is my responsibility to ensure that funds drawn from my Health Savings Account are eligible expenses with substantiated receipts.

I authorize Grand Rapids Community College to initiate payroll deductions, and adjusting entries, from my pay check, and to deposit the contribution amount to my health savings account held with Lake Michigan Credit Union. I understand that, I may terminate this authorization by completing a new form and submitting to the HR/Benefits office 10 days prior to the next payroll cycle.

Employee Signature: _____ Date: _____

*New Lake Michigan Credit Union-Health Savings Account must be open and active before payroll deductions start. You can open your LMCU- Health Savings Account online at: <https://go.lmcu.org/hsa-maxadvantage>.
 Or you can stop by the nearest LMCU branch and request to open/add Health Savings Account. For additional information go to HR/Benefits Website: <https://www.grcc.edu/humanresources/employeebenefits/>