



Education Associates, LP

The Source for Successful School Support Services

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Personnel Services

WebSmart_{by JR³}

i-CAP_{by JR³}

December 9th 2011

JR3 would like to offer our employees the opportunity to participate in our Flexible Spending Account Program. The program is administered by Alt Benefits Consulting. Please refer to the attached document describing the JR3 Flexible Spending Account Plan for complete details. If you would like to participate in the program, you will need to complete the attached documents and return them to JR3 Education Associates no later than January 5th, 2012.

Things to keep in mind:

- If you elect to participate, you cannot change your election for the calendar year without a qualifying event.
- The JR3 plan **does not allow** you to cover health insurance premiums

We would like to thank you again for your participation in our program and we hope that 2012 proves to be your best year yet!

Again – please keep in mind that if you would like to participate in the FSA program, you will need to have the completed application back to JR3 no later than 01/05/2012. If you need further information please contact Lorretta Cooley at (254)759-1902 or lcooley@jr3online.com. Due to the short time frame you can fax your election form to (254)759-0750.

Robert Clemons
President
JR3 Education Associates

For more information visit us at jr3online.com