Town of Amherst



INSTRUCTIONS:

- 1. Complete this form in order to open an HSA. (* = Required Fields)
- 2. Fax completed form to: Combined Services LLC at 603 224-0230 or mail form to PO Box 1320, Concord, NH 03302-1320.

If you have any questions regarding this form, please call 1 888 227-9745.

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Account Holder Information (Please print):										
*Name (Last, First, MI)			*Social Security Number			*Date of Birth *		*Gender		
*Address (Cannot be a PO Box)		*Cit	*City				*State	*Zip		
*Home Phone Number ()	ber *Daytime Phone Number ()			*Email Address						
*Marital Status	*Mother's Maiden Name		*Hrs Wrk per Week			*Payr	ayroll Frequency			
Election Options:										
□ I am enrolling in an HSA through my employer. My employer will make a contribution to my HSA that will apply to my maximum contribution allowed. I am solely responsible for determining whether contributions to an HSA exceed the maximum annual contribution limitation. I am also responsible for notifying the custodian of any excess contribution and requesting a withdrawal of the excess contribution together with any net income attributable to the excess contribution *Indicate HDHP Coverage Level: □ Self-only or □ Family/Other *Indicate if you are enrolled in an HDHP through your employer: □ Yes or □ No If your employer maintains a cafeteria plan that permits HSA contributions, your employer contributions will be made with pre-tax dollars. You may also make contributions outside of your employment. If you would like to make a contribution immediately, please complete an HSA Contribution Form and submit that form with your payment. *Employee Signature: □ Date: □ Debit Card: You will be issued two debit cards to access the funds in this HSA. If you need additional cards, or if a card is lost or stolen, there will be at \$10.00 charge for re-issue. Disbursement Method: □ Direct Deposit – You will need to provide your bank account information in the Direct Deposit Setup Section below.										
☐ Check – All disbursements will be paid to you by check and mailed. Note that a fee of \$10.00 will apply for each check disbursement.										
Direct Deposit Setup: This section is required if you have chosen Direct Deposit as your HSA Reimbursement Method above.										
*Bank Name			*Account Type							
*Address		*City	*City				*State *Zip			
*Routing Number		Illustr	Illustration of Bottom of Check							
*Account Number			10123456781 #68590134# 1200							
			ting Number Ac							
Beneficiary Designation and Information:										
I designate the following individual(s) or entity as my primary or contingent death beneficiary(ies) of this HSA. If I am married in common law or in a community or marital property state, I must designate my spouse as my Primary Beneficiary unless spouse's signature is obtained and notarized below. Share percentages must equal 100% for primary and 100% for contingent.										
Name & Address	Social S	ecurity	No Date of B	irth	Relationship		Primary / Conti	ngent	Share %	
					spouse dependent /o	ther	□ Primary □ Continge	nt		
					spouse dependent /o other	ther	Primary Continge	nt		
					spouse dependent /o	ther	Primary Continge	nt		
Please check one of the following: I am not married. If I become married at a future date, I must complete a new Beneficiary Designation form. I am married. I understand that if I choose to designate a primary death beneficiary other than my spouse, he or she must agree to the designation by signing below. My spouse's signature must be notarized. Subscribed and sworn to before me this Gignature of Spouse Date Notary Public:										
Notary Public:										