



Via Benefits Health Savings Account

Quickstart Guide



Get the Most from Your Health Savings Account!

Your decision to open a Via Benefits Health Savings Account (HSA) is a positive choice for your health and wallet. This guide provides you details on how to use helpful account features.

Set Up Your HSA

Be sure to assign beneficiaries and add a direct deposit bank account online at viabenefitsaccounts.com.

If you haven't done this yet, activate your Via Benefits debit card and download the Via Benefits Accounts mobile app from the App Store or Google Play.

Spend Your HSA

Debit card — Your Via Benefits debit card is the easiest way to pay for eligible expenses because you don't need to pay out of pocket and wait for a reimbursement. The amount is quickly deducted from your account.

Withdrawal — Pay for your eligible expense out of pocket and select **Withdraw Funds** on the Via Benefits Accounts mobile app or our website. Enter the amount of the expense and select **Submit** to receive a reimbursement.

Pay a bill — If you get a bill for an eligible health care expense, use your HSA to pay your provider directly by selecting **Pay a Bill** on our website. Enter the required information and select **Submit** to send the payment to the provider.

Find Eligible Expenses Online

You'll find a full, alphabetized list of eligible expenses on our website when you sign into your account and select **Forms**.

Invest for Growth Potential

You're eligible to invest your HSA money when your balance reaches \$1,000.00. You can invest any amount above \$1,000.00 in a wide selection of mutual funds.

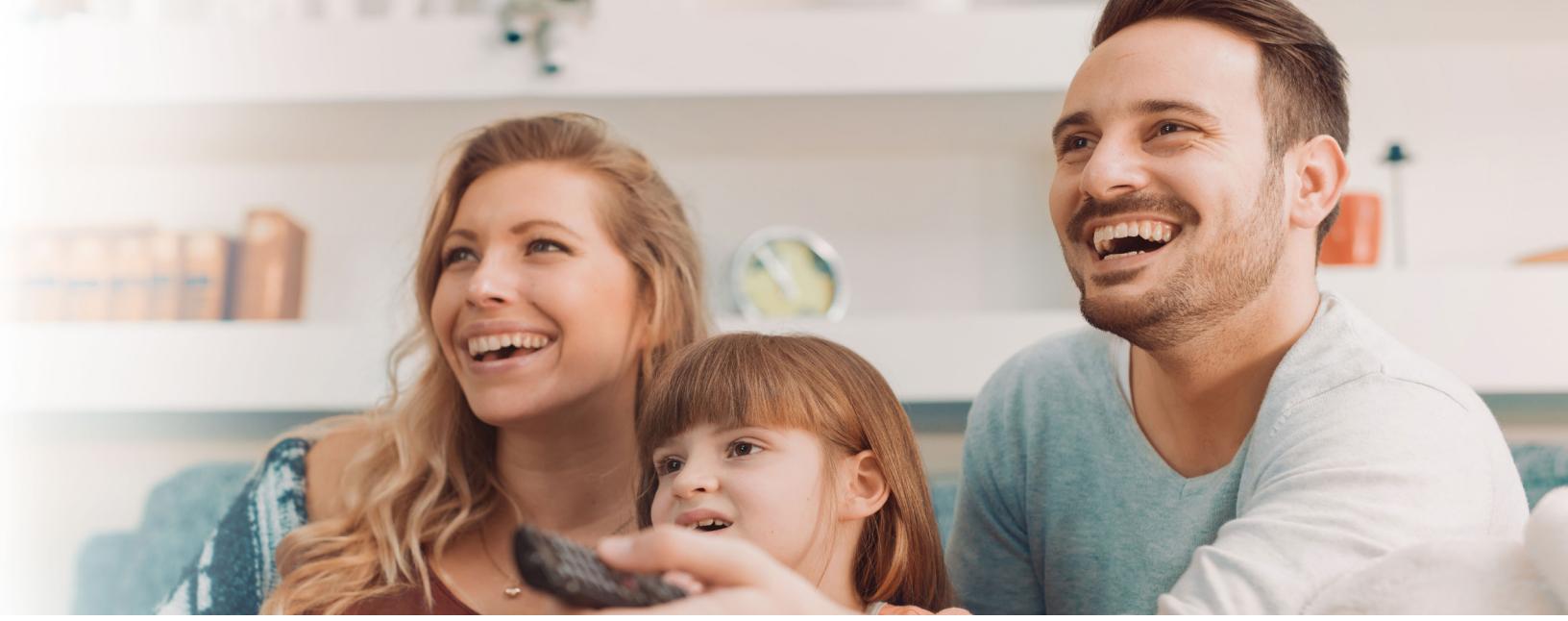
While some risk occurs with any investment, the ability to invest HSA money is a key in helping your account grow and keep up with inflation.

You can always sell HSA investments to help pay for a large expense with your account. You'll pay no trade fees when buying, selling, or reallocating funds.

Advantage of Investing vs. Saving

Joan contributes \$3,600 per year to her HSA. She wants to save that money to use in her retirement. She keeps it in her account and after 25 years of contributing the same amount each year, she has \$90,000 to use in her retirement. Not bad! But if Joan invests this money, assuming an annual return of 5%, after 25 years, she'll have \$184,008. Now that's smart savings!

This example is for illustrative purposes.



Contribute to Your HSA

Make Contributions

With a Via Benefits HSA, you can make all contributions through your paycheck, bank account, or any combination of both.

Payroll Deductions

By enrolling in your HSA, you're already set up to have your selected pre-tax amount deducted from your paycheck and deposited into your account.

You can change your payroll contribution amount at any time.

Post-Tax

To save more on taxes, you can also make a post-tax contribution to your HSA on our website. You'll receive the same tax savings by claiming the deduction when filing your annual taxes.

You're allowed to make a post-tax contribution to your HSA in the previous year if you do it by the tax-filing deadline of the current year.

Age 55-Plus

Starting January 1 in the year you turn 55, you're eligible to contribute an extra \$1,000.00 above the annual HSA contribution limit. This option is available each year until you enroll in Medicare.

Making this additional contribution is a smart way to save more in taxes and add to your account.

Roll Over Prior HSA

If you have an HSA with a previous employer, you can roll it over to your Via Benefits HSA to have all your account money in one place.

Sign into your account online and select **Forms** to find the **HSA Rollover Form**. Complete, sign, and send us the form. By using direct deposit, you can move your money faster instead of sending a check.

Plan for Retirement

Consider saving HSA money for retirement. Your HSA is flexible, allowing you to pay for eligible health care expenses now, or save for retirement.

Did you know an average American couple will need over \$300,000.00 to cover health care expenses in retirement? Waiting to use your HSA during retirement gives it time to grow and helps you plan.

There are no time limits for using your account.

We're here to assist you

If you have questions, please call Via Benefits at 1-800-953-5395 (TTY: 711), Mon. - Fri. 8 a.m. - 7 p.m. Eastern Time.