LAZARD

Your Fidelity HSA Guide



This guide will take you through the steps to activate your Fidelity Health Savings Account (HSA), make a contribution election, and invest your balance. You are eligible for the tax-advantaged HSA if you participate in Lazard's HSA Gold or Silver medical plans. This account is designed to help you pay for your current expenses and save for future healthcare needs into retirement.



Your HSA is always yours even if you change jobs, change medical coverage, or retire.



It has a triple tax advantage. Your contributions are tax-free. Your earnings grow tax-free. Your qualified withdrawals are tax-free.



Lazard contributes to your HSA: up to \$1,000 per year for single coverage, or up to \$2,000 per year for two-person or family coverage. Lazard's contributions are paid semi-monthly. If you enroll in Lazard's HSA Gold or Silver medical plans during Open Enrollment, contributions begin in January. If you enroll at any other time, contributions will be prorated and will begin the pay period following your enrollment date.

Read on to learn more about activating your account and/or making changes throughout the year.

Already have a Fidelity HSA through Lazard? Skip ahead to <u>page 15</u> for instruction on how to update your contribution election during Open Enrollment. For mid-year contribution updates, go to <u>page 16</u>.

Both the HSA Gold and HSA Silver receive the same Firm contribution and are subject to the same IRS contribution limits as follows:

2023 HSA Annual Contribution Limits

Limits apply to combined pre-tax² contributions (yours and Lazard's)

	Single	Two-Person or Family
IRS Limit	\$3,850	\$7,750
Lazard's Contribution ³	- \$1,000	- \$2,000
Your Limit	\$2,850	\$5,750

If you will reach age 55 or older during the year, you can contribute an additional \$1,000.

You will find more information regarding the benefits of an HSA on Fidelity's NetBenefits, as detailed in this guide.

¹ State tax may apply. Contact your tax advisor for more information on the state tax implications of HSAs.

² K-1 Managing Directors: Your HSA contributions are tax deductible on your individual tax return.

³ Reflects full year enrollment.

Activating Your Account

This section of the guide will take you through the steps to activate a Health Savings Account on Fidelity's NetBenefits. On each screen, you will see a number representing the current step in the process which corresponds to the appropriate place on the site to reference.

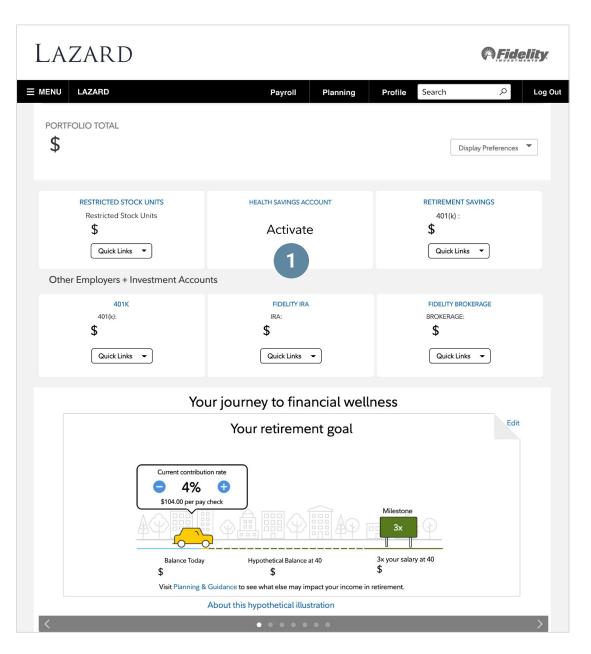


STEP 1

On the <u>Fidelity NetBenefits</u>® home page, click on the <u>Health Savings Account tile</u>.

Even if you already accepted the terms and conditions during Lazard's benefits enrollment process, you still must "activate" your Health Savings Account in order to actively participate in it.

This will allow you to take advantage of all features, such as investing, setting up billpay, requesting additional debit cards and making contributions of your own in addition to receiving your Lazard contributions.



Your Fidelity HSA Guide



New HSA Members:

Activating Your Account

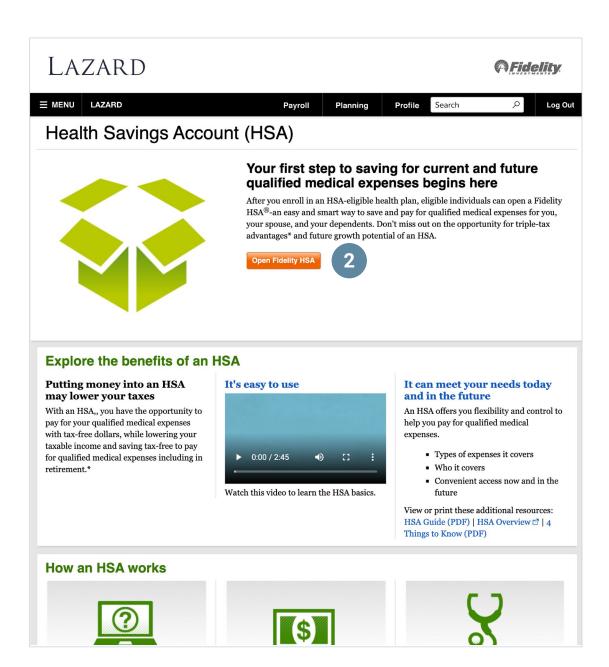


STEP 2

On the Health Savings Account (HSA) page, click "Open Fidelity HSA."

QUESTIONS?

You can always call Fidelity for help at **800-544-3716** or use the Virtual Assistant to ask questions about Fidelity's services or products.



Activating Your Account

3 STEP 3

Review the eligibility requirements.

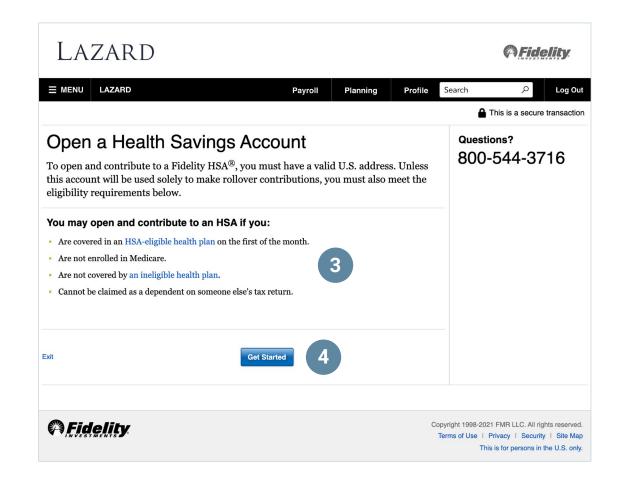
4 STEP 4

If you meet the eligibility requirements, click "Get Started."

WHAT ARE SOME HSA-ELIGIBLE EXPENSES?

- Acupuncture
- Crutches
- Nursing home
- Ambulance
- Dental fillings, braces, cleanings
- Prescription medicine
- Artificial teeth, limbs, prostheses
- Doctor's visits
- Surgery
- Chiropractor

- Fertility enhancement
- Therapy physical, emotional
- · COBRA premiums
- Hospital services
- Vision exams, glasses, contact lenses
- Counseling
- Medicare premiums (if over age 65)
- X-rays



Activating Your Account

5 STEP 5

Under the "Personal Information" section, **confirm** your personal information is correct.

6 STEP 6

Make sure to **enter your occupation** in the "Your Occupation" field.

7 STEP 7

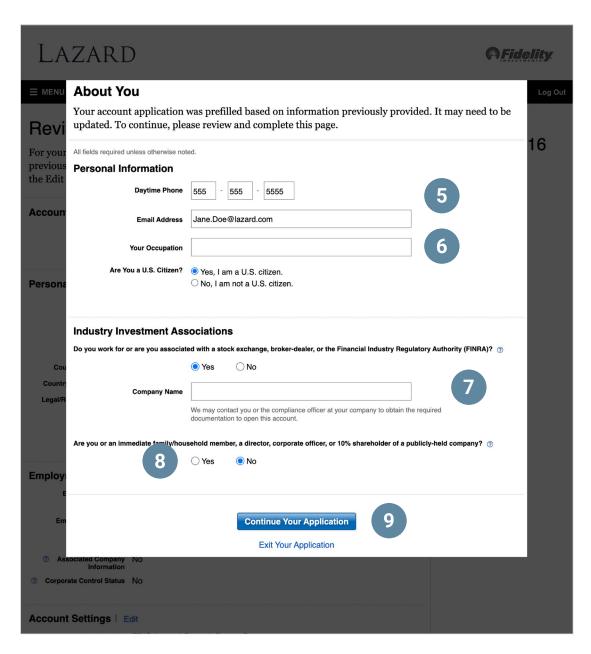
Under the "Industry Investment Associations" section, select "Yes" for your association with a stock exchange, broker-dealer, or the FINRA, then enter "Lazard," "Lazard Asset Management" or "Edgewater" in the "Company Name" field based on your business unit.

8 STEP 8

If you or an immediate family/household member are a director, corporate officer, or shareholder of a publicly-held company, select "Yes."

9 STEP 9

Click "Continue Your Application."





Activating Your Account



STEP 10

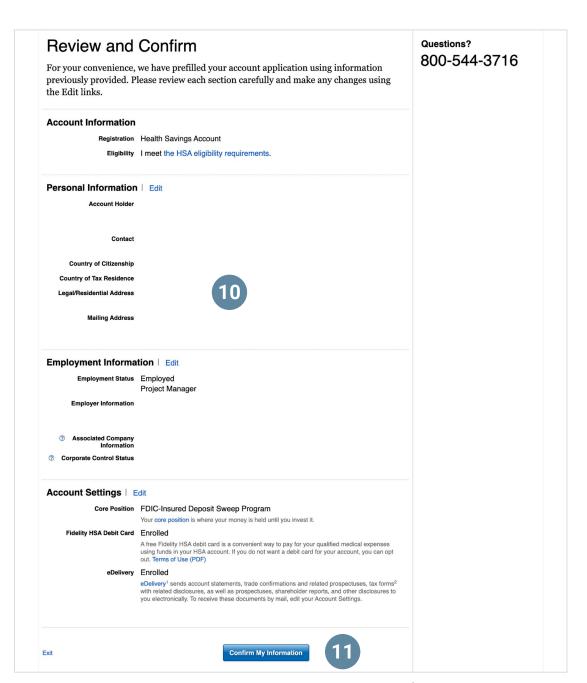
Review and confirm that your information is correct. If you need to make any changes, click "Edit" next to the section that needs to be updated.



If all your information is correct, click "Confirm My Information."

QUESTIONS?

You can always call Fidelity for help at **800-544-3716** or use the Virtual Assistant to ask questions about Fidelity's services or products.





Activating Your Account

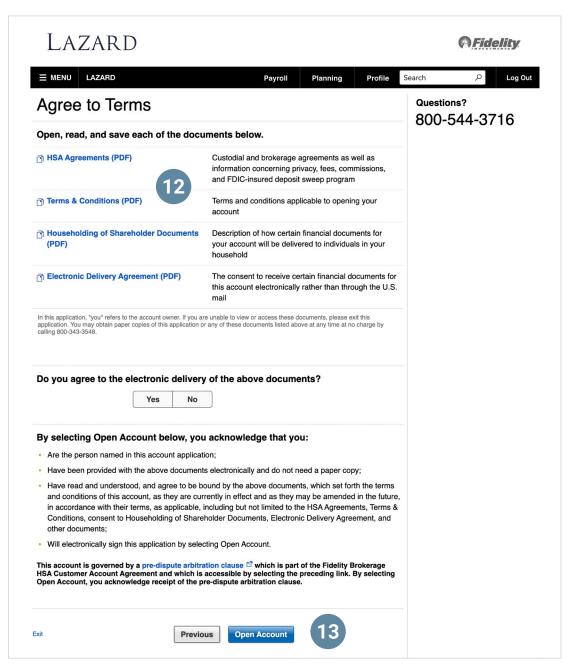
12 S

STEP 12

Open, read, and save each of the documents. If you prefer electronic delivery of these documents, select "Yes."

13 STEP 13

After reading the acknowledgements of activating an HSA, click "Open Account."



Your Fidelity HSA Guide



New HSA Members:

Next Steps

Congratulations! You have successfully completed the steps required to activate your Fidelity HSA. It generally takes a few days to process and verify a new HSA. Once you receive an email that your account is fully open, you can take action on these next steps:



Use pre-tax¹ payroll deductions as an easy way to contibute to your HSA. During HSA Open Enrollment, go to the HSA Summary page and click on the contribution election banner. See the next page for instructions on how to make a contribution to your HSA.

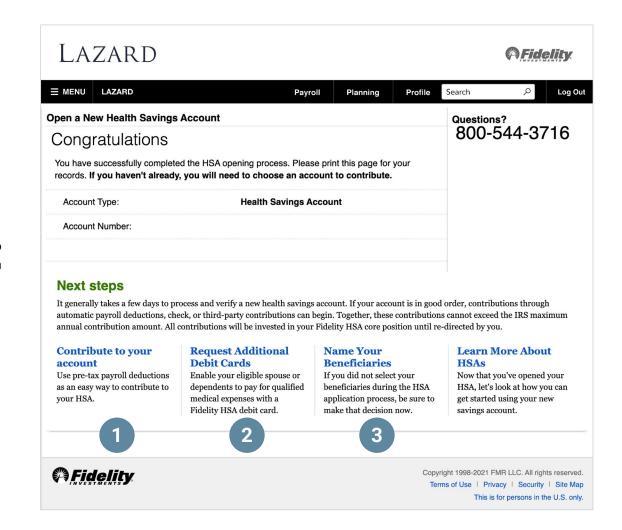
2 REQUEST ADDITIONAL HSA DEBIT CARDS

One Fidelity HSA debit card will be automatically mailed to your home. To request additional card(s) for your dependents, click "Request Additional Debit Cards."

3 NAME YOUR BENEFICIARIES

Please be sure to designate your beneficiaries at this time.

¹ K-1 Managing Directors: Your HSA contributions are tax deductible on your individual tax return.



Choosing Your Contribution Amount

The next step in the process is to decide how much to contribute and make a selection during HSA Open Enrollment. Keep in mind that you can start, stop, or change your contributions throughout the year. You don't need to make a contribution in order to receive Lazard's contribution.



STEP 1

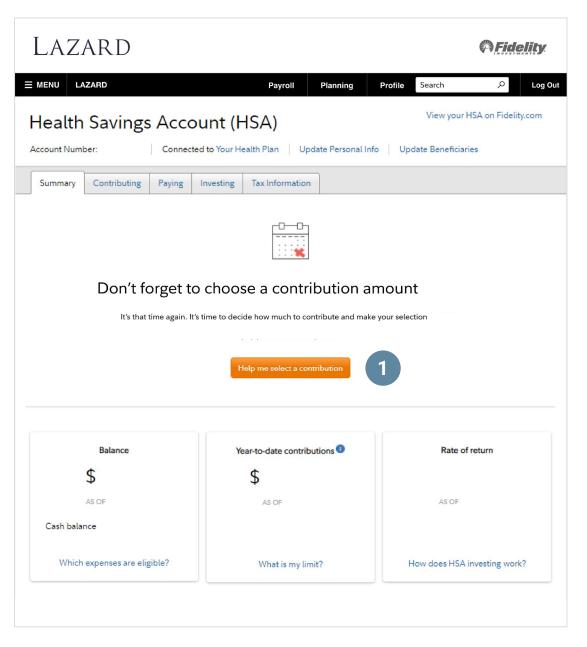
If you would like help choosing your contribution amount, click "Help me select a contribution."

QUESTIONS?

You can always call Fidelity for help at **800-544-3716** or use the Virtual Assistant to ask questions about Fidelity's services or products.

Already in the HSA? Your current contribution election will not carry forward to the new year. You must update your election during HSA Open Enrollment or mid-year if you wish to contribute for the new year.

Updating Your Contribution during HSA Open Enrollment Changing Your Contribution Mid-Year





Choosing Your Contribution Amount

2 STEP 2

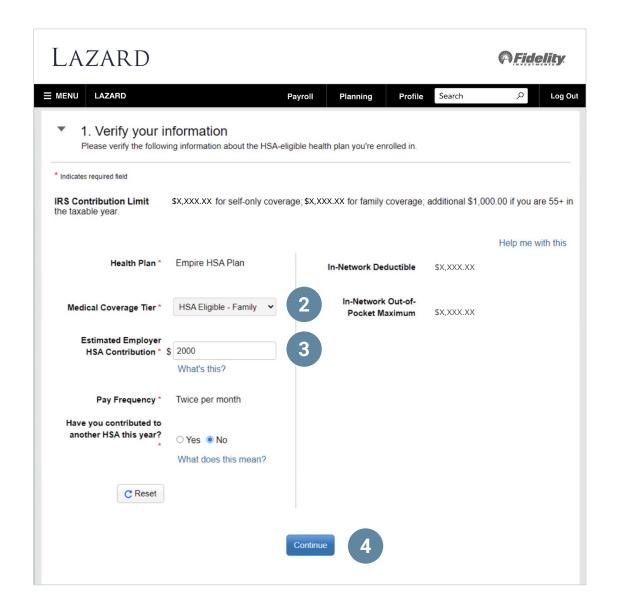
Under the "Verify your information" section, select your coverage tier (individual or family) from the "Medical Coverage Tier" drop-down.

3 STEP 3

Review the "Estimated Employer HSA Contribution" amount. The contribution amount shown here is based on the medical coverage tier you selected above.

4 STEP 4

Click "Continue."





Choosing Your Contribution Amount



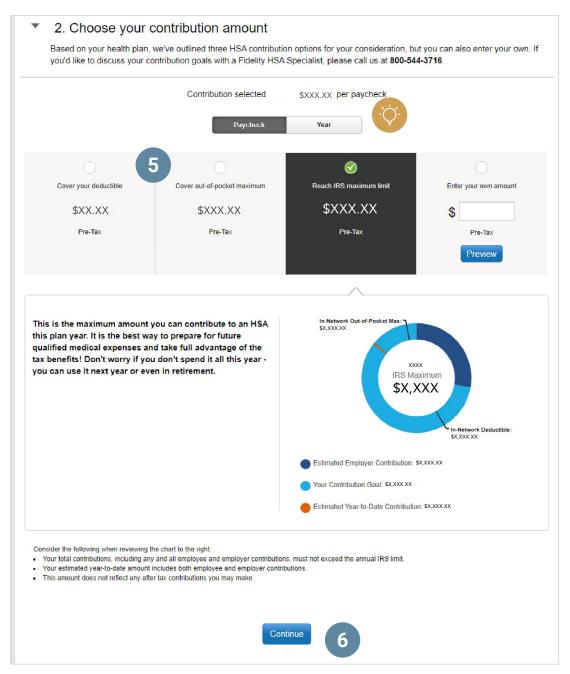
Under the "Choose your contribution amount" section, **choose one of the four contribution options**.

HELPFUL TIP

You can view the contribution amounts by "paycheck" or "yearly amount" by using the toggles above the contribution options tiles.

6 STEP 6

Click "Continue."



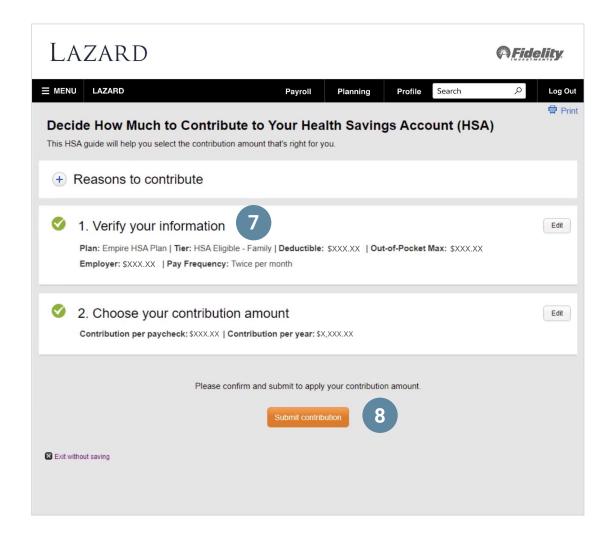
Choosing Your Contribution Amount

7 STEP 7

Review and confirm your information is correct. If you need to make any changes, click "Edit" next to the section that needs to be updated.

8 STEP 8

If all your information is correct, click "Submit contribution."



Your Fidelity HSA Guide



New HSA Members:

Choosing Your Contribution Amount

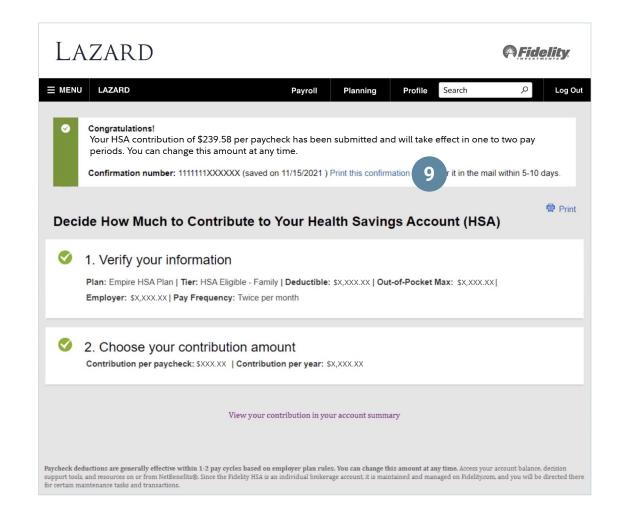


STEP 9

Your HSA contribution has now been submitted and will take effect in the first pay period of next year or the next applicable pay period if you're starting mid-year.

Print a confirmation for your records.

As a reminder, you can make changes to or cancel your HSA contribution at any time throughout the year. See page 16 for more instruction.





Updating Your Contribution Amount

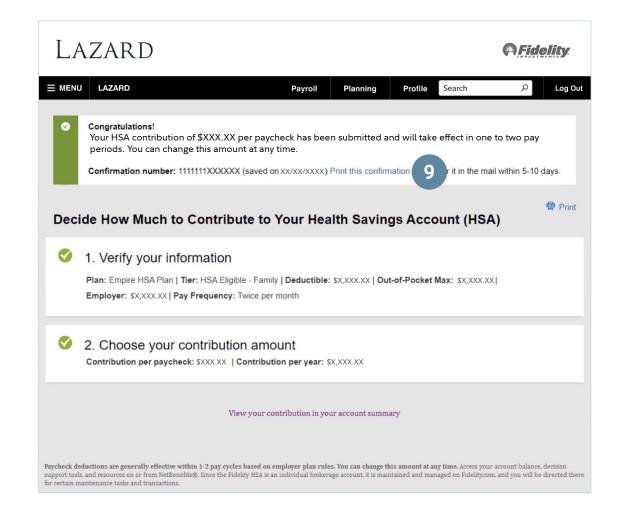


STEP 9

Your HSA contribution has now been submitted and will take effect in the first pay period of next year or the next applicable pay period if you're starting mid-year.

Print a confirmation for your records.

As a reminder, you can make changes to or cancel your HSA contribution at any time throughout the year. See page 16 for more instruction.



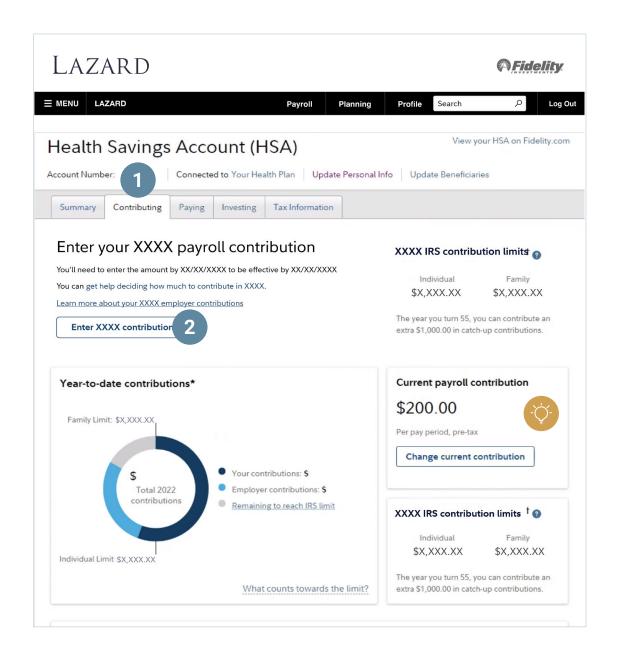
Current HSA Members:

Updating Your Contribution During Open Enrollment

Already in the HSA? Your current contribution election will not carry forward to the new year. You must update your election during HSA Open Enrollment or mid-year if you wish to contribute for the new year. To update it during Open Enrollment, follow these steps.

- 1 STEP 1
 Click the "Contributing" tab.
- Click "Enter 2023 Contribution" and follow the prompts.
- HELPFUL TIP

During the enrollment period, you can update your contributions for the upcoming plan year using the steps above, but you can still change your current year contribution by clicking the button on the right side.



Current HSA Members:

Changing Your Contribution Mid-Year

In the event that you would like to change your HSA contribution during the plan year, follow these steps.

1 STEP 1
Click the "Contributing" tab.

STEP 2

Click "Change current contribution" and follow the prompts.

