

[Company Logo] - New Horizon Solutions

Benefits Overview 2025

Date: March 03, 2025

Address: 456 Tech Ave, Springfield, IL 62701

Section 1 - Health Benefits:

- Health Insurance: Horizon Health Plus (see separate document)
- Dental and Vision: Included, \$50 deductible
- Wellness Program: Free gym membership, yoga classes

Section 2 - Retirement Benefits:

- 401(k): 3% match (see separate document)
- Pension: Available after 5 years, \$500/month at retirement
- Financial Planning: Free consultation annually

Section 3 - Time-Off Benefits:

- PTO: 15 days/year
- Sick Leave: 5 days/year
- Holidays: 10 days/year (see calendar)

Section 4 - Additional Perks:

- Employee Discounts: 20% off tech products
- Education Assistance: Up to \$5,000/year for courses
- Remote Work: Hybrid option, 2 days in-office

Section 5 - Eligibility and Enrollment:

- Eligibility: Full-time after 90 days
- Enrollment Deadline: March 15, 2025
- Contact: benefits@newhorizon.com, (555) 987-6543

Section 6 - Acknowledgment:

- I have reviewed the benefits overview.

- Signature: _____ Date: _____

Note: Details subject to change; check intranet for updates.