



## Health Insurance Application

This application is for health insurance (medical, prescription, dental, vision, and short term disability (STD)) benefits. For more information, go to <http://benefits.wincofoods.com>. This application must be completed in its entirety AND any required documentation (if applicable) must be received or postmarked within the time limits listed below. Incomplete applications are not processed and notification will be mailed to your home address on file and if returned, sent to your store. We will not follow up with you. If the deadline is missed, **no coverage will take effect.**

WinCo Holdings Inc. (WinCo) assumes NO responsibility or liability regarding the return of applications. Applications returned to your respective store to be sent in is done at your own risk. Please fax to 208-672-2025 or send through U.S. mail to WinCo, Attn: Benefits, PO Box 5756, Boise, ID 83705 (certified mail, if you desire proof of delivery). Emailed applications are NOT accepted. Applications postmarked or faxed after the deadline at 11:59 pm MST will not be accepted. For assistance and to verify your application was received, contact the Employee Benefits Department at [benefits@wincofoods.com](mailto:benefits@wincofoods.com) or at 800-341-6543, opt. #4.

### Applications are accepted for any of the following qualifying event change reasons:

Event	Time Limit	Documentation Required with Your Application (Documents must be translated to English. Dependents must be legal residents. Copies of Social Security cards do not count as proof of relationship.)
New hire	31 days after becoming eligible.*	To add dependents, provide proof of marriage and/or proof of parentage under birth/child.
Birth/child	31 days from the date of the birth.  (Newborn - social security number due 30 days after application received if pending at time of application.)	Official document with child's name, your name (parent), and date of birth: birth certificate, souvenir birth certificate, document issued by the hospital at time of birth (no discharge paperwork), or court documentation signed by a judge.  Step-child(ren) - copy of child's birth certificate showing your legally married spouse as parent and copy of legal, certified marriage certificate showing the names of you and your spouse.
Marriage	31 days from the date of the marriage.	Legal, certified marriage certificate. Alternate document: souvenir marriage certificate. Common law documentation not accepted.
Adoption, gain legal guardianship	31 days from the date of the birth/event.	Court documentation signed by a judge. Alternate documents: child support, social services, or adoption agency paperwork, signed by a social worker or agency official.
Death of dependent	Within 7 days of the event. If over 7 days, notify ASAP.	Death certificate (original copy not needed).
Divorce, legal separation, annulment	Within 7 days of the event. If over 7 days, notify ASAP.	Official court divorce decree with your name and your spouse's name, judge's signature and date the divorce was final.
Gained other health insurance coverage	31 days from the date other coverage started.	Letter from new health insurance company showing the name(s) of who you are dropping and the new coverage effective date.
Loss of other health insurance coverage	31 days from the date of the loss of coverage. 60 days for federal/state coverage.	Termination letter from previous health insurance provider showing the name(s) of who you are adding and the coverage end date. To add dependent(s), provide proof of marriage and/or proof of parentage.

*Note: No benefits are provided for pregnancy or anything related to pregnancy for enrolled eligible dependent children.*

### Terms and conditions of applying for WinCo's insurance benefits:

By submitting this application, I understand and agree to the following terms and conditions:

- I am responsible for maintaining my enrollment and the eligibility of my dependent(s) in the WinCo health insurance benefits plan. Failure to do so could be considered fraud. Benefits may be denied, terminated, or rescinded retroactively to its effective date, and I will be subject to WinCo's progressive discipline policy, up to and including termination.
- If this application is approved, coverage will begin or end on the date assigned by WinCo.
- I understand that the WinCo's Notice of Privacy Practices is available for my review in the WinCo Summary Plan Document (SPD) at my work location, upon request to the Benefits office, and electronically online at <http://benefits.wincofoods.com>.
- The SPD is the document that sets forth all terms of coverage. A copy of the SPD will be sent when newly eligible for coverage. An additional copy is available online at <http://benefits.wincofoods.com> or upon request to Benefits.
- I affirm that I have reviewed all answers given on this enrollment and, regardless of whether an independent producer or other person has filled out the answers for me, I verify that the answers are true and complete to the best of my knowledge.
- I understand if I decline coverage that I am not eligible to enroll in coverage until I have a qualified life event or until open enrollment.

# WinCo Holdings, Inc.

## Group Health/Dental/Vision/STD Enrollment Application

**Employee Information – Please complete all fields**

Your Name (Last, First Middle)		Date Employed	Social Security Number
Email Address		6 Digit Employee Number	Phone Number
Marital Status <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced	Tobacco User <input type="checkbox"/> Yes <input type="checkbox"/> No	Date of Birth	Gender <input type="checkbox"/> Male <input type="checkbox"/> Female

**Coverage – Mark one (Qualifying life event required for enrollment. See page 1 for events.)**

Coverage	Monthly Rate	Coverage	Monthly Rate
<input type="checkbox"/> Employee only	\$45.00	<input type="checkbox"/> Employee + spouse	\$65.00
<input type="checkbox"/> Employee + 1 child	\$58.00	<input type="checkbox"/> Employee + spouse + child(ren)	\$67.50
<input type="checkbox"/> Employee + 2 or more children	\$65.00	<input type="checkbox"/> Cancel <b>ALL current</b> coverage	\$ 0.00

Insurance premiums are deducted once a month. WinCo is a premium only plan. Pretax is the default enrollment.

**Family/Dependent Member Information – Documentation Required (if more space is needed, attach a separate page)**

Documentation of relationship and/or qualifying event required with application. Social Security cards are not proof. See page 1 for details. Do not send original documents. Documents must be translated to English. Dependents must be legal residents. Copy of residency card required with ITIN. Newborn social security number due 30 days after application received.  
**Applications will not be processed if any proof is missing.**

First Name	Middle Initial	Last Name	Social Security Number/ITIN	Relationship	Date of Birth
<input type="checkbox"/> Add Dependent <input type="checkbox"/> Remove Dependent		Documentation attached? <input type="checkbox"/> Yes	Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	Tobacco User <input type="checkbox"/> Yes <input type="checkbox"/> No	
First Name	Middle Initial	Last Name	Social Security Number/ITIN	Relationship	Date of Birth
<input type="checkbox"/> Add Dependent <input type="checkbox"/> Remove Dependent		Documentation attached? <input type="checkbox"/> Yes	Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	Tobacco User <input type="checkbox"/> Yes <input type="checkbox"/> No	
First Name	Middle Initial	Last Name	Social Security Number/ITIN	Relationship	Date of Birth
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First Name	Middle Initial	Last Name	Social Security Number/ITIN	Relationship	Date of Birth
<input type="checkbox"/> Add Dependent <input type="checkbox"/> Remove Dependent		Documentation attached? <input type="checkbox"/> Yes	Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	Tobacco User <input type="checkbox"/> Yes <input type="checkbox"/> No	
First Name	Middle Initial	Last Name	Social Security Number/ITIN	Relationship	Date of Birth
<input type="checkbox"/> Add Dependent <input type="checkbox"/> Remove Dependent		Documentation attached? <input type="checkbox"/> Yes	Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	Tobacco User <input type="checkbox"/> Yes <input type="checkbox"/> No	

**Statement Of Understanding**

**By signing this application, I represent that all my answers are complete and accurate, and I understand and agree to the terms and conditions of applying for WinCo’s insurance benefits listed on page 1 of this application.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

- \*Hour requirements:
- Hourly employees - eligibility date is the first day of the month following three FULL consecutive calendar months of employment in which you work at least 100 hours in each qualifying month.
  - Salary employees - eligibility date is the 1<sup>st</sup> day of the month following hire date.

Insurance cards mailed 2 to 3 weeks after the effective date for new coverage. Schedule your appointments accordingly.

Return application and proof of relationship (if applicable) by fax, 208-672-2025, or mail to WinCo Holdings, Attn: Benefits, PO Box 5756, Boise, ID 83705. Please verify application was received before deadline. Questions – email [benefits@wincofoods.com](mailto:benefits@wincofoods.com) or call 800-341-6543, option 4.