



**c/o BeneSys Administrators**  
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## NOTICE OF ELECTRONIC DISCLOSURE

### YOU HAVE THE OPTION TO RECEIVE PHBP PLAN DOCUMENTS ELECTRONICALLY

As a PHBP participant, you are being given the option to consent to receive PHBP Plan documents and notifications electronically through the internet. This Notice of Electronic Disclosure is given pursuant to U.S. Department of Labor Regulations entitled "Disclosure through Electronic Media" (Cf. Title 29 Code of Federal Regulations Section 2520.104b-1 (a), (b) and (c)).

- Your consent, if given, will apply to PHBP Plan documents which are required to be disclosed to Participants under Title I of the Employee Retirement Income Security Act of 1974, as amended, ("ERISA"). PHBP Plan documents and notifications which are required to be disclosed include but are not limited to the Summary Plan Description (and amendments) which describe the major features of the PHBP Plan and Summary of Material Modifications that PHBP may issue from time to time (collectively herein referred to as "Plan Documents"). You will also receive an email notification when new benefit notices, newsletters, Plan rules or other Plan matters have been posted to the PHBP website which is [www.phbp.org](http://www.phbp.org).

- Your consent, if given, may be withdrawn at any time and without any charge to you.

- The PHBP procedure for withdrawing consent at any time and for updating your (or a beneficiary's or dependent's) address for receipt of electronically furnished Plan Documents is to send an email statement that you do not want to receive Plan Documents electronically (be sure to include your current mailing address) to PHBP at [barry.osharow@benesys.com](mailto:barry.osharow@benesys.com).

- You have the right to request and obtain a paper version of an electronically furnished Plan Document. The paper version will be provided to you free of charge.

- There are no hardware or software requirements for accessing and retaining Plan Documents that are sent to you electronically. Access and retention can be made through standard personal or business laptop or desktop computers with access to the internet via commercially available browser services. PHBP Plan Documents will be sent as PDF file via Magnet Mail and can be accessed through Google Internet Explorer.

- If, after your consent to receive Plan Documents electronically, there is a change in PHBP's hardware or software requirements which are needed to access or retain electronically furnished Plan Documents and which changes create a material risk that you will be unable to access or retain electronically furnished Plan Documents, then (a) PHBP will provide you with a statement of the revised hardware or software requirements for access to and retention of electronically furnished Plan Documents; (b) you will be given the right to withdraw your consent without charge and without the imposition of any additional condition or consequence that was not disclosed to you at the time of

your initial consent; and (c) you will be given the option to consent to receive Plan Documents electronically in light of such revised hardware or software requirements.

**YOUR CONSENT MUST BE SIGNED AND SEND ELECTRONICALLY (VIA PDF OR BY ELECTRONIC SIGNATURE) FROM THE EMAIL ADDRESS(ES) INDICATED BELOW WHERE YOU WANT PLAN DOCUMENTS SENT TO YOU ELECTRONICALLY—INCLUDING, FOR STAFF PARTICIPANTS, YOUR CONTRIBUTING EMPLOYER’S WORK E-MAIL ADDRESS. YOUR CONSENT MUST BE SENT ELECTRONICALLY TO PHBP AT [barry.osharow@benesys.com](mailto:barry.osharow@benesys.com). If You Do Not Have Access To The Internet You Should Not Consent.**

Please check and complete the following for either a freelance or a staff participant:

**I am a freelance participant.** I acknowledge that I have read and understand this Notice of Electronic Disclosure and **I hereby consent** to receiving Plan Documents electronically via the Internet at the following personal e-mail address: [ \_\_\_\_\_ ] < **SEND SIGNED CONSENT TO PHBP FROM THIS E-MAIL ADDRESS.**

**I am a staff participant.** I acknowledge that I have read and understand this Notice of Electronic Disclosure and **I hereby consent** to receiving Plan Documents electronically via the Internet at the following personal email address: [ \_\_\_\_\_ ] < **SEND SIGNED CONSENT TO PHBP FROM THIS E-MAIL ADDRESS.**

**IN ADDTION TO, OR INSTEAD OF, YOUR PERSONAL E-MAIL ADDRESS:**

As a staff participant, I confirm to the plan that I am able to receive documents in electronic form at my work station where I perform my staff employee duties for my contributing employer, access to my contributing employer’s electronic information system is an integral part of my duties, and **I hereby consent** to receiving Plan Documents at my work e-mail address. My work E-mail address at my contributing employer is: [ \_\_\_\_\_ ] < **SEND SIGNED CONSENT TO PHBP FROM THIS E-MAIL ADDRESS.**

Printed Name of Freelance or Staff Participant: [ \_\_\_\_\_ ]

Address: [ \_\_\_\_\_ ]

Phone: [ \_\_\_\_\_ ]

Date of Birth: [ \_\_\_\_\_ ]

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Signature of Freelance or Staff Participant: [ \_\_\_\_\_ ]

Date signed by Freelance or Staff Participant: [ \_\_\_\_\_ ]

**-Or-**

E-mail ELECTRONIC Signature of Freelance or Staff Participant: [ \_\_\_\_\_ ]

Date signed by Participant: [ \_\_\_\_\_ ].