



H.S.A. Bi-Weekly Payroll Deduction Election Form

Please make your payroll deduction selections using the guidelines below:

**Re-Occurring** 2025 Bi-Weekly Deduction on Every Paycheck      \$ \_\_\_\_\_

**Minimum** Contribution of \$20.00 per pay

Single- \$4,300 Max **UP TO** \$107.69 per pay MAX

Family- \$8,500 Max **UP TO** \$230.76 per pay MAX

City Up-Front Contribution is given on a prorated amount:

<u>Month of Beginning Employment</u>	<u>Amount of Up-Front Contribution</u>
January 1 – June 30	\$1,000 Single / \$2,000 Family
July 1 – December 31	\$500 Single / \$1,000 Family

After \$1,000 Single / \$2,000 Family City Up-Front Contribution + City Matching Contribution of \$125 for 2025 to be disbursed Quarterly in Mar, Jun, Sept, & Dec Totaling another \$500 for both Single and Family

**\*\*\*You MUST Contribute the Minimum \$20 per pay to receive  
the City's \$500 Matching Contributions\*\*\***

**IF** you are currently age **55** or older – you can contribute an **EXTRA \$1,000**;

Single - \$5,300 Max **UP TO** \$146.15 per pay

Family - \$9,500 Max **UP TO** \$269.23 per pay

\_\_\_\_\_  
Employee Name (please print)

\_\_\_\_\_  
Employee Signature & Date