

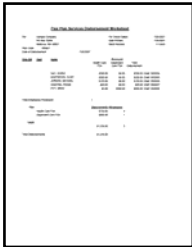


# Reports Package

Communication between the client and the TPA is essential to running a well-administered plan. This is why Flex-Plan Services (FPS) has worked hard to bring informative, purposeful and accurate plan reports to you in an easily accessible medium. FPS clients are used to receiving our standard reporting package whenever there is a change to your plan data.

Our standard reporting package consists of a **disbursements register** and **year-to-date (YTD) report**. Employers are sent these reports as password-protected files on each scheduled reimbursement date for an accurate status of the plan. These reports are available for download through the employer Web portal and can be retrieved for the entire length of the plan.

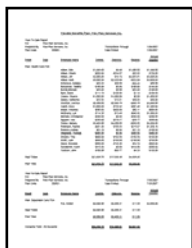
## Disbursements Register



The disbursements register is a detailed listing of all the reimbursements issued by FPS for the designated processing date. Although most of our clients' plans are accounted for on a Contributions arrangement, a disbursement register is still sent out to inform the client of all reimbursements issued. These reports are accessed through the employer Web portal.

*Click on the above image to see a larger view of a Disbursements Register.*

## Year to Date (YTD) Report



The YTD report is a summarized listing of all the participant account balances as well as the plan balance. This report gives the client an accurate reflection of the plan total every time a reimbursement is issued by FPS. The report flags terminated employees, key employees, highly compensated employees and any other classifications that are pertinent to the plan.

*Click on the above image to see a larger view of an YTD report.*

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