

Health Savings Account (HSA) Instructions for Beneficiary Designation Form

You can have one or more beneficiaries for your HSA. Complete Sections 1, 2 and 3 of the enclosed form. If applicable and required by the state in which you live, Section 4 must also be completed.

Below are a few reminders as you complete the form.

- Section 1: Be sure to complete all fields. This includes your HSA account number. You can find your account number on your monthly statement, which is available online.
- Section 2: Identify each beneficiary. Provide all requested information.
- Section 3: Sign and date the form.
- Section 4: Have your spouse sign and date the form, if applicable.

Please mail, fax or email the completed form to PayFlex. The address, fax number and email address are on the bottom of the form.

Note: We will return an incomplete form.

**Health Savings Account
(HSA) Beneficiary
Designation Form**



Section 1: HSA Account Owner Information – PLEASE PRINT

First Name	MI	Last Name	Social Security Number (Last 4 digits)	
Address Line 1 – Street Address				
Address Line 2		City	State	ZIP Code
HSA Account Number		Telephone Number (Day)		

Section 2: Beneficiary Designation

If you name more than one beneficiary, indicate the percentage of the balance, if any, to be received by each beneficiary (the percentages should all add up to 100%). If a designated beneficiary should die before you, his or her interest, as well as the interests of his or her heirs, will terminate completely and the percentage share of the designated surviving beneficiaries will be increased on a pro-rata basis. If none of your designated beneficiaries are alive at the time of your death, the balance of your HSA, if any, will be distributed to your estate.

I own the HSA listed on this form. I have the right to name the beneficiary to whom, upon my death, any funds remaining in my HSA are to be paid. I have the right, at any time, to revoke or change a beneficiary. I must do this on a form that the Custodian provides or will accept. I must file any beneficiary designation form with the Custodian prior to my death. With this form, I have named the beneficiary for my HSA. I hereby revoke any beneficiary designation that I have previously executed. I direct that, if I die, any funds remaining in my HSA shall be paid out to the Beneficiary(ies) named below.

Primary Beneficiary (1)

Name	Social Security Number	Relationship	Beneficiary %
Address			Date of Birth

Primary Beneficiary (2)

Name	Social Security Number	Relationship	Beneficiary %
Address			Date of Birth

Primary Beneficiary (3)

Name	Social Security Number	Relationship	Beneficiary %
Address			Date of Birth

Section 2 continued on the next page

Contingent Beneficiary (1)

If the Primary Beneficiaries are not living at the time of my death, I designate the following Contingent Beneficiary(ies) for my HSA.

Name	Social Security Number	Relationship	Beneficiary %
Address			Date of Birth

Contingent Beneficiary (2)


Name	Social Security Number	Relationship	Beneficiary %
Address			Date of Birth

Contingent Beneficiary (3)

Name	Social Security Number	Relationship	Beneficiary %
Address			Date of Birth

Section 3: Other Provisions

If my spouse receives my HSA upon my death, he or she may choose to continue an HSA in his or her name. This will be subject to the Custodian's consent. My spouse would have to provide written direction to the Custodian. My spouse would also have to sign any necessary forms. For a designated beneficiary who is not my spouse, the HSA will end upon my death. At that time, any remaining funds will become payable to the designated beneficiary(ies) or to my estate. The funds may become taxable at that point. I understand that, in certain states, I need my spouse's consent to name someone else as my designated beneficiary. I also understand that I should consult with my attorney before making any such beneficiary designation. I state to the Custodian that this beneficiary designation satisfies all legal requirements under applicable law. On behalf of myself, the designated beneficiary(ies), my heirs and my estate, I hereby indemnify and hold PayFlex, its agents or affiliates, harmless from and against any and all claims, damages, liabilities and costs (including attorney's fees) arising as a result of the Custodian's payment of my HSA funds under the terms of this beneficiary designation. The Custodian may condition payment to any designated beneficiary until they receive proof of identity and entitlement to payment. The information I provided is true and accurate.


Signature of Account Owner 	Date
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Section 4: Spousal Consent (If Applicable)

Note: If you name a primary beneficiary who is not your spouse, you may need your spouse's consent. Some states require this. It is your responsibility to determine if you need your spouse's consent. You should speak with your attorney or tax advisor for more information.

<input type="checkbox"/> I am married. I understand that if I designate a primary beneficiary who is not my spouse, my spouse must consent to this. My spouse has signed below.
<input type="checkbox"/> I am not married. I understand that if I marry in the future, I can name my spouse as the primary beneficiary. If my primary beneficiary is not my spouse then I will have to get my spouse's consent.

I am the spouse of the owner of this HSA. I hereby consent to this beneficiary designation. As I am not named as the Primary Beneficiary I relinquish any interest I may have in the funds contained in this HSA. I understand that there may be significant consequences with giving up my interest in the HSA. I understand that it is my responsibility to seek tax or legal advice.

Spouse Name	
Signature of Spouse 	Date

Mail this form to:

PayFlex Systems USA, Inc.
HSA Operations
PO Box 3615
Carol Stream, IL 60132-3615
Fax: 1-844-306-8146
Email: PayFlex_Receipts@alegeus.com