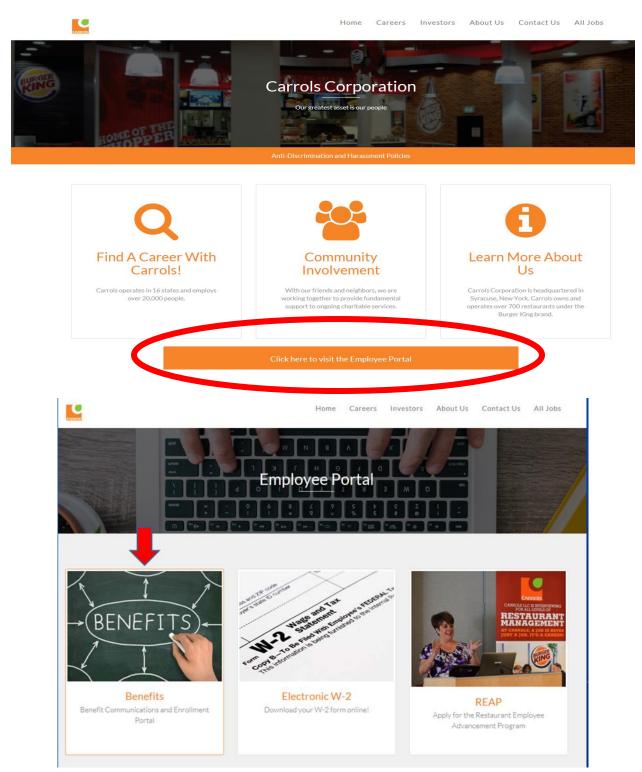
HR Intouch Employee Benefits Communication Portal

1. Navigate to <u>www.carrols.com</u>, click on Benefit Communications and Enrollment Portal link.



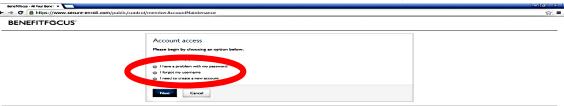
- 2. You will be re-directed to the HR Intouch Employee Benefits Communication Portal.
- **3.** First time users click 'Create an Account' located on the right side of the screen beneath the Log in button.

🧟 Benefitfocus - Log in - Windows Internet Explorer	
🔄 🕞 🛡 🖉 https://corrolocorporation.hrintouch.com/Platform/Default.aspir24: D 👥 🔒 🕂 🗶 🍘 Benefittous - Log in 🗙	6 th 0
Welcome to your Employee Benefits Communications Portal!	Generation Log in to your account
All of your Employee Benefit information is available to you electronically. This site provides interactive tools and videos to help you learn about your benefits.	Usernans*
You and your family can access this website from your home or public computer, using this Communications Portal you will find everything you need to make better healthcare and benefit decisions.	Password*
Once you log in, navigate to the top tool bar to click on all the different benefits available to you.	Can't access your account : Create an account : Noter Fire account : 1.66422.6688 gp.
First-time users, click "Create an account" to create a Username and Password	
Returning users, enter existing Username and Password	Supported Browsers Learn about Officially Supported Browsers
© 2014 Benefitious.com, Inc. All rights reserved.	Terms of Use Privacy Statement

4. At the Account Access screen, click the Member button and click Next.



5. The next screen click 'I need to creat a new account' button, click Next.



6. Enter your personal information at the 'Create Your Account' section:

BENEFITFOCUS		
	Create your account Rease contrase with your request by complexing the information below. Provide your account information Learneys - Case of Brists - financ/ul/yoppy Tool Security Hautes - Security check Topis the tool: Typis the tool:	

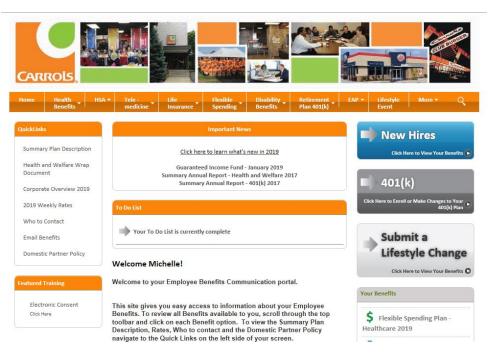
7. Complete the next section containing your personal information.

NEFITF@CUS [®]					
		Your Account			
	Create your b	lew Account by Providing	the Information Requested	Below	
	Name Date of Birth				
	Zip Code				
	Social Security Number			Username: Username must be	
	Email			between 6	
	Address			and 50 alphanumer	ic
	* Username			characters Password:	
	* Create Password			Must contain	
	* Confirm			at least one number	
	Password * Secret			Must contair at least one	
	Question 1	Please Select	•	upper case	
	* Secret Answer 1			and one lowe case letter	e r
	* Secret	Please Select		Cannot contain mor	
	Question 2			than two of the same	
	* Secret Answer 2			characters	
	* Secret	Please Select		consecutive Cannot be th	
	Question 3 * Secret			same as the Username or	
	Answer 3			SSN	r

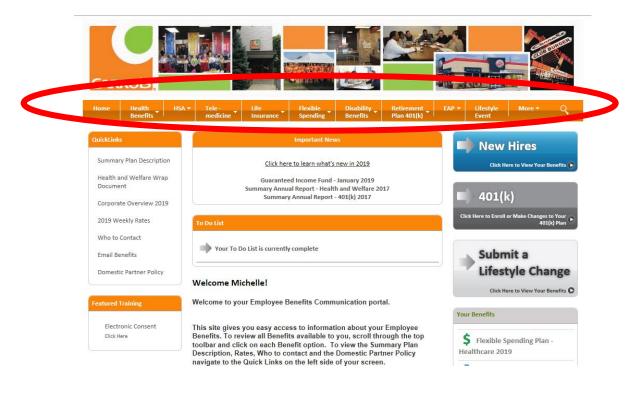
8. Once your set up is complete you will receive the below registration confirmation.

Denefitfocus - Al Your Benef ×		- 0
🔄 🗢 😋 🤷 https://www.secure-enroll.com/public/control/memberAccountMaintenance		
BENEFITF@CUS		
	Registration Successful	
	You Have Successfully Created your New Account! Click <i>"Next"</i> to Log In to your New Account.	
	Welsons Your Use	
	Mexel	

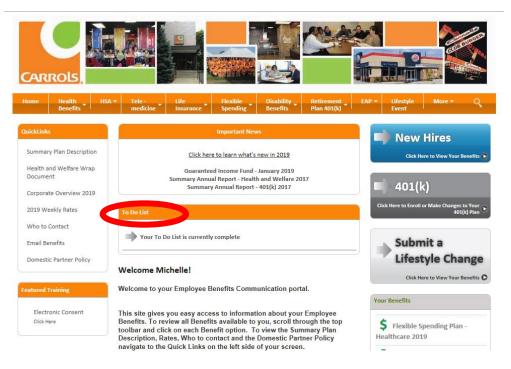
9. Once your account set up is complete you will be directed to your Employee Benefits Communications Portal.



10. Take time to review your benefits. The top bar of the page lists all the benefits available to you. Click on each benefit to learn about all the options available to you.



11. Once you have reviewed the benefits and made your decisions click on your 'To Do List' and complete the electronic consent.



12. Once you have completed your 'To Do List' you now can view the New Hires button. Click the blue New Hires button to access your Enrollment portal and make your benefit elections.

CARROLS,		
Home Health HS Benefits	A * Tele - Life Flexible Disability Retirement Insurance Spending Benefits Plan 401(k)	EAP - Lifestyle More - Q Event
QuickLinks	Important News	New Hires
Summary Plan Description	Click here to learn what's new in 2019	Click Here to View Your Benefit
Health and Welfare Wrap Document Corporate Overview 2019	Guaranteed Income Fund - January 2019 Summary Annual Report - Health and Welfare 2017 Summary Annual Report - 401(k) 2017	401(k)
2019 Weekly Rates	To Do List	Click Here to Enroll or Make Changes to Your 401(k) Plan
Who to Contact Email Benefits	Your To Do List is currently complete	Submit a
Domestic Partner Policy	Welcome Michelle!	Lifestyle Change
Featured Training	Welcome to your Employee Benefits Communication portal.	
Electronic Consent Click Here	This site gives you easy access to information about your Employee Benefits. To review all Benefits available to you, scroll through the top toolbar and click on each Benefit option. To view the Summary Plan Description, Rates, Who to contact and the Domestic Partner Policy navigate to the Quick Links on the left side of your screen.	Your Benefits Flexible Spending Plan - Healthcare 2019

13. A new window will pop up. This is your personalized Employee Benefits Enrollment portal. Here you will click the 'Get Started' button to enroll for the first time.

25		
A Home	(4) You have new benefits being offered. Elect Current Enrollment benefits now. Get started View message	
Dependents		
Manage Account		
Login Information	Welcome to your Employee Benefits Enrollment Portal!	
My Docs	New Employees If you are a new employee, click "Get Started" below to begin the benefits enrollment process.	
Document Center	Qualified Life Event If you are a current employee and experienced a qualifying life event, scroll down to the "What would you like to do" box and click "Change my benefits due to a life event.".	
Employee Summary Report	Beneficiary Changes	
Quick Links	To make changes to your beneficiaries, click the Benefits link and click to update the offer you need to change. From the summary screen, click to View or Edit Information, and then click to edit the beneficiaries.	
Learning Center	Retirement Plan 401(k)	
High Contrast Mode	To make changes to your Retirement Plan 401(k) weekly contributions, click the Benefits link and click update the offer you need to change. From the summary screen, click View or Edit Information, update your set to have a scoredingly.	
C	Get started >	

14. Before electing or declining benefits you will enter your eligible dependents. Click add dependent. If you do not have any dependents you would like to add to your benefits, simply click next.

Profile	Shop for benefits
Before you enroll in benefits Do you need to add any dependents to your profile?	
Note: You'll also be able to add dependents and select who you	want to cover when you enroll in or edit your benefits.
Add Dependent	
Next Previous	

15. Start your Benefits enrollment process.

Your benefits
1. Choose your Medical coverage
Begin errollmont
2. Choose your Dental coverage
3. Choose your Vision coverage
\$ 4. Choose your Health FSA coverage

16. You will have the opportunity to review the medical and prescription plans again and compare weekly cost.

FSA	Blue Cross Blue Shield PPO - Plan 1 2019		\$54.6 Weekly (
	Estimated Annual Cost \$2,939.20 FSA Tax Savings How was this calculated? Add Contribution		
	Individual Deductible	\$0	
	Family Deductible	\$0	
	Individual Out-of-Pocket Limit	\$3,000	
	Family Out-of-Pocket Limit	\$9,000	
	Select plan Plan details 🔁 Plan Documents 🗸		
HSA	Blue Cross Blue Shield HDHP - Plan 2 2019		\$40.1 Weekly (
	Estimated Annual Cost \$3,024.70 H5A Tax Savings How was this calculated? Add Contribution		
	Individual Deductible	\$2,600	
	Family Deductible	\$5,200	
	Individual Out-of-Pocket Limit	\$4,000	
	Family Out-of-Pocket Limit	\$8,000	
HSA	Blue Cross Blue Shield HDHP - Plan 3 2019		\$26.96 Weekly Co
	Estimated Annual Cost \$2,339.34 HSA Tax Savings How was this calculated? Add Contribution		
	Individual Deductible	\$5,500	
	Family Deductible	\$11,000	
	Individual Out-of-Pocket Limit	\$5,500	
	Family Out-of-Pocket Limit	\$11,000	
	Select plan Plan details 🖙 Plan Documents 🗸		
Decline Coverage I would	· J like to decline Medical coverage.		
Previous Cancel			
Cancer			

17. After you decide which health plan you would like to enroll into simply click the Select Plan button.

HSA	Blue Cross Blue Shield HDHP - Plan 3 2019		\$26.96 Weekly Cost
	Estimated Annual Cost \$2,339.34 HSA Tax SavIngs How was this calculated? Add Contribution		
	Individual Deductible	\$5,500	
	Family Deductible	\$11,000	
	Individual Out-of-Pocket Limit	\$5,500	
	Select plan Plan stails	\$11,000	
Decline Coverage I would	like to decline Medical coverage.		
Previous Cancel			

18. Your Medical Summary will reflect your election, effective date, persons covered and your cart summary.

Your Medica	Offer 2019 Summary Il Offer 2019 benefit summary is shown below. To make changes, click Edit. Please note that your benefits have not been nust click Save to complete the section.		
+	Medical Blue Cross Blue Shield HDHP - Plan 3 2019 Offered By: Excellus BCBS Effective Date: 01/01/2019 You Pay: \$26.96 per week Persons Covered: Additional Information Show details ~	Cost Summary This is a summary of your current benefit elections. Benefit Elections (2 items) Weekly Medical Life You Pay Weekly Total	Show/hide all ~ ~ \$26.96 \$0.00
4	Edit plan Plan details Plan Documents ∨ Health Savings Account (HSA) • Coverage Declined as of 01/01/2019 Edit coverage		

19. Click the Begin enrollment button for each benefit and elect or decline your benefits for that year.

3. Choose your Dental coverage	
Begin enrollment	
E 4. Choose your Vision coverage	
 5. Choose your Dependent Care FSA coverage 	
6. Your Life coverage	
7. Choose your Supplemental Life coverage	

20. After each election/declination review your Cart Summary on the right hand side of your screen before saving.

Lifetime Benefit Solutions	\$6.53 💡 Weekly Cost
Select plan Documents 🗸	
Decline Coverage I would like to decline Dental coverage.	
Previous Cancel	

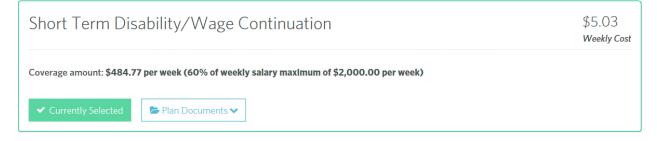
21. Supplemental Life Insurance, elect your level of coverage and pre or post tax election.



22. Review your cart summary

Cost Summary This is a summary of your OE benefit elections.	
	Show/hide all
Benefit Elections (4 items) ?	\sim
Weekly	
Medical	\$50.67
Life	\$0.00
Short Term Disability	\$5.03
Long-Term Disability	\$0.00
You Pay 🕐	
Weekly Total 📀	\$55.70
Ongoing deductions end at the end of the plan year. FSA benefits must be re-elected each year.	

23. The Short Term and Long Term Disability benefit has a 90 day waiting period. However, you will elect it now but will not experience the deduction until the 1st of the month following your 90 day waiting period.



24. Once you have completed all your benefit elections and/or declinations you will receive a notice advising your enrollment process is complete.