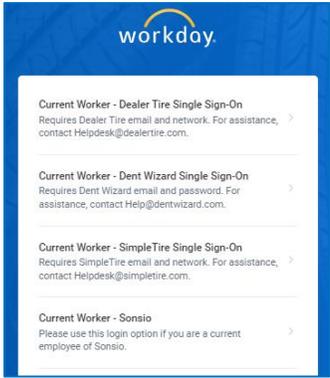
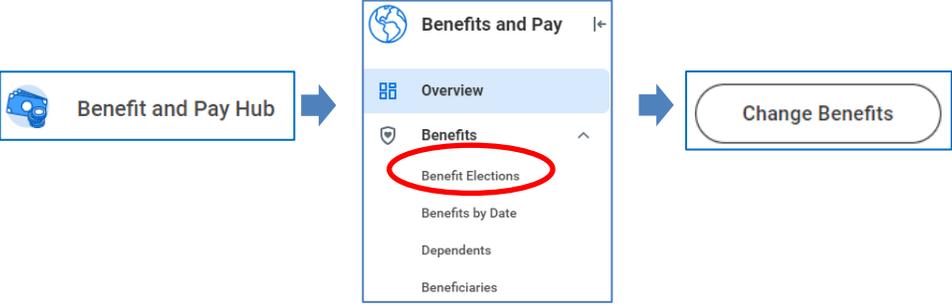
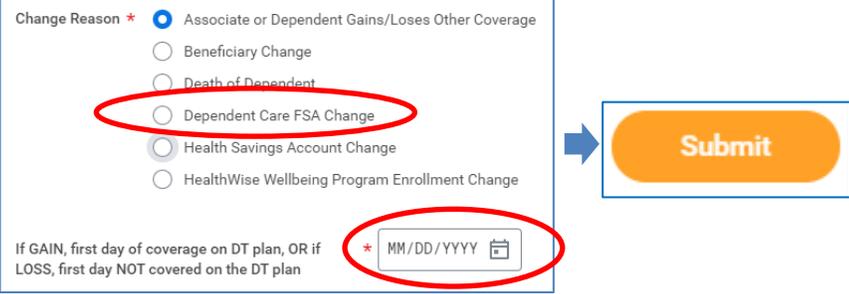
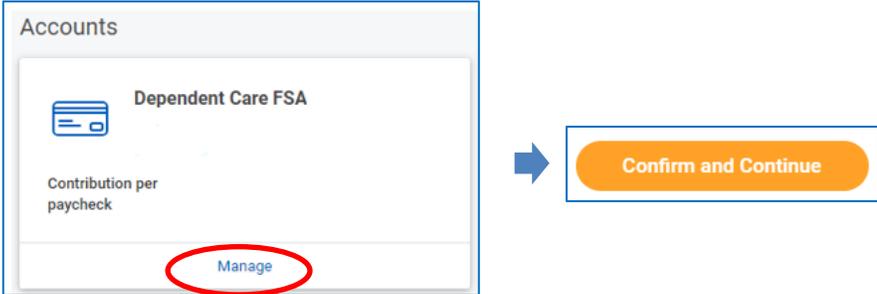
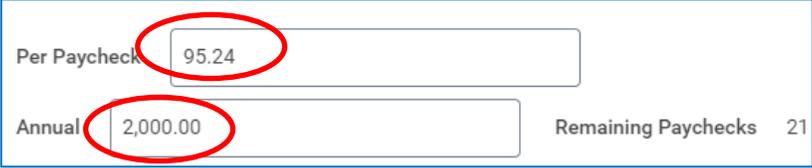


Title: Dependent Care FSA Change

Last Update Date 09/04/2024

Change Dependent Care FSA	
<p>From a computer, log into your Workday Account.</p> <p>Workday username and password are the same as your work computer.</p>	<p>https://wd5.myworkday.com/wday/authgwy/dealertire/login.html</p> 
<p>To begin a Benefit Change:</p> <ul style="list-style-type: none"> - Click on Benefit and Pay Hub. - Under Benefits, click Benefit Elections. - Click Change Benefits button. 	
<p>Under Change Reason:</p> <ul style="list-style-type: none"> - Select Dependent Care FSA Change. - Enter Benefit Event Date = today's date. - Click Submit. 	
<p>Click Open, on the next page.</p> <p>OR, your benefit change event can be found in your Workday inbox. Click on Let's Get Started.</p>	
<p>Click Manage.</p> <p>Click Confirm and Continue.</p>	

<p>You have the following options:</p> <p>To increase or decrease your contribution, enter a new Per Paycheck or Annual amount.</p> <p>You can increase up to the Annual IRS limit of \$5,000.</p> <p>To cancel future contributions, enter zero in Per Paycheck or Annual amount.</p>	 <p>Workday will automatically calculate your new per pay contributions based on the remaining paycheck this year.</p>
<p>Once you have entered your new amount, click Save.</p>	
<p>At the bottom of the page, click Review and Sign to continue.</p> <p>Review your changes. Scroll to the bottom of the page and check the box I Accept.</p> <p>Click Submit to complete your enrollment.</p>	
<p>Your Dependent Care FSA Election has been updated and you will see this on your next paycheck.</p>	