



August 1, 2023

10001

SAM SAMPLE
1234 ANYWHERE ST
BOISE, ID 00000

DEAR SAM,

At Albertsons Companies, we put people first. As inflation continues to rise across the country, we're looking at ways to keep associate benefit costs as low as possible. This letter is to let you know about an upcoming **Dependent Eligibility Audit** for your Albertsons Companies benefits coverage.

What you need to know	<ul style="list-style-type: none">You are receiving this letter because you currently have one or more dependents enrolled in Albertsons Companies benefit(s).To help control costs, Albertsons Companies will conduct a Dependent Eligibility Audit from August 21 to September 15, 2023. The purpose of the audit is to ensure we are providing coverage for eligible dependents. When ineligible dependents are covered under our plans, our health care costs go up. This impacts how much we all pay in weekly paycheck deductions to have health care coverage.To confirm that your dependents are eligible for Albertsons Companies benefits coverage, you will need to resubmit proof of eligibility for each dependent you cover, even if you have provided documentation for them in the past. The only exception is disabled dependent children over the age of 26.Do NOT submit your documentation yet. You will submit documentation to WTW, an external vendor, when the audit begins. Do not submit documentation to internal document upload paths.						
What you need to do now	<ul style="list-style-type: none">Start gathering your dependent documentation. You will not be able to submit proof of dependent eligibility until August 21, 2023, but it's a good idea to get ready now by gathering all required eligibility documentation now so that you are ready to submit your documents when the audit begins.Acceptable documentation may include:<table><tr><th>Dependent</th><th>Acceptable Documentation</th></tr><tr><td>Spouse</td><td>Marriage Certificate AND<ul style="list-style-type: none">Proof of Current Joint Financial Dependency (Mortgage Statement, Utility Bill, etc.)</td></tr><tr><td>Domestic Partner / Common Law Spouse</td><td>Domestic Partner Affidavit or State Domestic Partner Registration / Common Law Affidavit or Declaration of Common Law Marriage AND<ul style="list-style-type: none">Proof of Current Joint Financial Dependency (Mortgage Statement, Utility Bill, etc.)</td></tr></table>	Dependent	Acceptable Documentation	Spouse	Marriage Certificate AND <ul style="list-style-type: none">Proof of Current Joint Financial Dependency (Mortgage Statement, Utility Bill, etc.)	Domestic Partner / Common Law Spouse	Domestic Partner Affidavit or State Domestic Partner Registration / Common Law Affidavit or Declaration of Common Law Marriage AND <ul style="list-style-type: none">Proof of Current Joint Financial Dependency (Mortgage Statement, Utility Bill, etc.)
Dependent	Acceptable Documentation						
Spouse	Marriage Certificate AND <ul style="list-style-type: none">Proof of Current Joint Financial Dependency (Mortgage Statement, Utility Bill, etc.)						
Domestic Partner / Common Law Spouse	Domestic Partner Affidavit or State Domestic Partner Registration / Common Law Affidavit or Declaration of Common Law Marriage AND <ul style="list-style-type: none">Proof of Current Joint Financial Dependency (Mortgage Statement, Utility Bill, etc.)						

What you need to do now	Dependent		Acceptable Documentation	
	Under the Age of 26 Dependents		<ul style="list-style-type: none">• Birth Certificate• Adoption Certificate• Foster/Guardianship Paperwork	
	Under the Age of 26 Child(ren) of Spouse		Marriage Certificate plus Proof of Joint Financial Dependency AND <ul style="list-style-type: none">• Birth Certificate• Adoption Certificate• Foster/Guardianship Paperwork	
	Under the Age of 26 Child(ren) of Domestic Partner / Common Law Spouse		Domestic Partner Affidavit or State Domestic Partner Registration / Common Law Affidavit or Declaration of Common Law Marriage AND <ul style="list-style-type: none">• Birth Certificate• Adoption Certificate• Foster/Guardianship Paperwork	
What happens if you miss the deadline?	<ul style="list-style-type: none">• If you do not resubmit your dependent documentation by September 15, 2023, your dependent(s) will lose their Albertsons Companies benefits coverage.• Start preparing for the audit now so you are ready to provide your dependent documentation when the audit begins.			
Eligible dependents	As a reminder, the following dependents are eligible for Albertsons Companies benefits coverage: <ul style="list-style-type: none">• Your spouse• Your same-sex or opposite-sex domestic partner (If you cover a domestic partner, the cost of coverage may be taxable due to IRS rules.)• Your child(ren) up to age 26. Eligible children include your biological children, your spouse or domestic partner’s biological children, adopted children, stepchildren and legal wards.• Your disabled child(ren) age 26 and older who meet certain requirements.			
Questions?	The audit is being conducted on behalf of Albertsons by WTW, an outside firm. Watch for further communications about the audit from WTW, including information about how to submit your dependent documentation once the audit is in process.			

Sincerely,

Your Albertsons Companies Benefits Team