

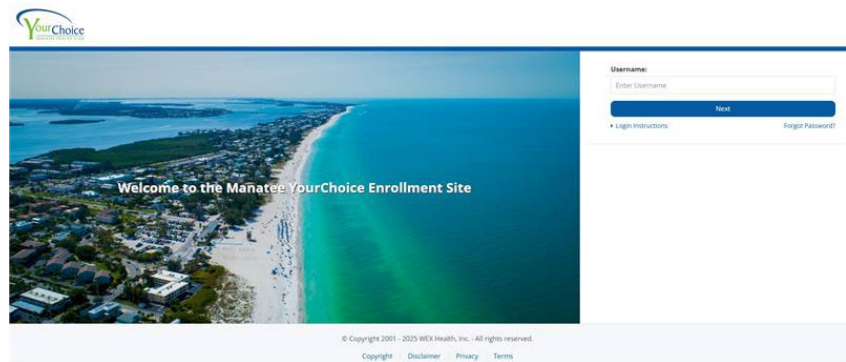
ATTENTION NEW HIRES – BENEFITS ENROLLMENT

Employees hired between September 2, 2025 and October 1, 2025 whose benefits will be effective November 1, 2025 will need to complete additional steps to enroll in their 2025 and 2026 benefits.

Step 1: Complete your New Hire enrollment between now and October 10, 2025. These are the benefits that will be in effect from November 1, 2025 through December 31, 2025 to have benefits continue into 2026 you **must** complete step 2 below.

Step 2: Sign in again between October 13, 2025 and November 14, 2025 to make your Annual Enrollment selections for 2026.

To complete your enrollments, log in to: <https://manateeyourchoice.com/#benefit-links>



Login for Benefits Express: Your User ID will always be your Employee ID#. The default password is your capitalized first name initial, lowercase last name initial + home zip code. (For example: John Smith living in zip code 34208 would be **Js34208**)

****All marriage and birth certificates for any dependents added to the plan need to be uploaded during the enrollment process. ****

Click on the link below to learn more about your benefit options:

Manatee YourChoice Benefits Booklet:

<https://manateeyourchoice.com/employeebenefits/Booklets/Employee-Benefits-Booklet-2025.pdf>

As a reminder, during the New Hire enrollment you are not required to provide Evidence of Insurability (EOI) to enroll in additional life insurance, spouse life insurance, additional long-term disability, and short-term disability. If you choose to waive these benefits during your New Hire enrollment and then elect them as part of the Annual Enrollment, or anytime in the future you may be subject to the EOI process. If you have questions, please contact the Employee Health Benefits (EHB) office at (941) 748-4501 ext 6412 or email benefits@mymanatee.org