



2014 BENEFITS ENROLLMENT BEGINS NOVEMBER 11

Open enrollment for 2014 benefits begins Monday, Nov. 11 and ends Friday, Nov. 22. A mailing with complete details about plan choices and costs for 2014 arrives this week at work mail drops for most employees.

During the benefits enrollment period, employees may:

- Choose between the available medical, dental or vision plans — including the option to enroll in the affordable Choice Fund health plan that includes a health reimbursement account.
- Enroll in or drop medical, dental and/or vision coverage for themselves or their dependents.
- Enroll (or re-enroll) in the Flex plan to save on health care or dependent daycare expenses.
- Enroll in, drop or change the amount of voluntary accident insurance.
- ◆ Designate beneficiaries for various benefit plans and update other personal information in HR Direct such as home addresses and disability and/or veteran status.

Enroll by Friday, Nov. 22

Employees must enter all enrollment choices using the HR Direct website before 5 p.m. CT Friday, Nov. 22.

More information is available in the recent benefits mailing and from the [Benefits Enrollment section of the intranet](#). Headquarters employees also may speak with a benefits representative in Enrichment Avenue 11 a.m.-1:30 p.m. Monday, Nov. 4 and Thursday, Nov. 14.

HR Service Center representatives are available to answer questions 7:30 a.m.-5 p.m. CT Monday-Friday. Call ext. 56200 or 1-888-545-6200, or e-mail HRservicecenter@hallmark.com.



Prevention Pays



1 Month Left!!!

Just a reminder that the Prevention Pays Contest Ends on November 30th. Make those appointments now and make sure to submit your card by November 30th to be registered for contest prizes! Currently the Wellness Wizards (49%) are still beating Healthy Heathens (39%) for a plant total of 45% participation. Help us reach our Goal of having 80% of plant participation.

Will you be the lucky winner of the \$500.00 grand prize gift card?



*Salvation Army Bell Ringing
December 3rd & 4th
9 AM - 6 PM
Dillons Grocery*

***Sign up board will be located in the front lobby*

*Family Christmas
Party!
December 7th
9 AM - 11 AM*



*Get your free pictures with Santa!
Please bring one non-perishable
food item per person.*



The E. Edwards safety shoe trailer will be on site
November 12, 2013

FLU SHOTS
Have you received your flu vaccine? Flu vaccines are still available. Stop by the medical office or sign up on the sheet located on the medical office door.



COMMUNITY BLOOD DRIVE

Monday, November 18, 2013
6:00 am - 10:00 am
Hallmark parking lot
Book you appointment with the nurse or go on line at Safealife.now.org
Enter sponsor code:hallmarkcards1

BIRTHDAYS

- 02 Hai Wessel
- 04 Paul Smith
- 07 Craig Rodgers
- 08 Kimiko Hawley
- 09 Albert Green
- 09 Debbie McClain
- 10 Janet Meyer
- 10 Barry Ward
- 11 Irene Smith
- 11 Stephen Spencer
- 19 Jim Scherer
- 20 Ken Alspaugh
- 22 Anna Toro
- 25 Donna Barron
- 25 Harry Hicks
- 25 Jane Martin
- 25 Kyle Smith
- 26 Sherry Mauldin

2013 Christmas Card Distribution
All full-time employees are eligible to receive a free supply of holiday boxed cards in November to help encourage card-sending among friends and family. The cards will be available November 6th & 7th. The distribution process is the same as it was in 2012.