The Spending Accounts

The Spending Accounts allow you to pay for eligible health care, child/elder care, and commuting and/or parking expenses through payroll deductions on a before-tax basis. This means that the money you set aside in the accounts to pay for these expenses comes out of your pay before federal (and most state and local) income, Social Security, and Medicare taxes are calculated. If your commuter/parking costs exceed the legal before-tax monthly limits under the Transportation Spending Accounts, those costs can be deducted through payroll deductions on an after-tax basis.

The Spending Account options are:

• **Health Care Spending Account** — for your eligible out-of-pocket health care expenses;

• **Child/Elder Care Spending Account** — for eligible child or elder care expenses that let you (and your spouse, if you’re married) work, or let your spouse attend school full-time; and

• **Transportation Spending Accounts** — for eligible commuting and parking expenses to and from work at JPMorgan Chase.

In certain cases, you need to plan your contributions carefully:

• With the **Health Care Spending Account, beginning with the 2014 plan year**, you can carry over $500 of your account balance to the following plan year if you do not use the full balance for eligible expenses incurred during the plan year (January 1 - December 31). You will forfeit any remaining balance over $500 if it is not spent on eligible expenses incurred during the plan year (January 1 – December 31).

• With the **Child/Elder Care Spending Account**, you will forfeit any remaining account balance if you don’t use it for eligible expenses incurred during the plan year (January 1 - December 31)

You must submit eligible Health Care and Child/Elder Care claims before the claim filing deadline: March 31 of the year following the plan year. In addition, by law, you can’t use money from one account to cover expenses from the other.

This section of the Guide will provide you with a better understanding of how the Spending Accounts work, including how and when expenses are paid.
# Questions?

For questions related to claims processing and available balances, contact your claims administrator:

**Health Care Spending Account**

(For employees enrolled in the Medical Plan):

- Cigna: 1-800-790-3086
- UnitedHealthcare: 1-800-272-8970

(For employees not enrolled in the Medical Plan):

- ADP: 1-866-872-2427

**Child/Elder Care Spending Account**

- ADP: 1-866-872-2427

**Transportation Spending Accounts**

- WageWorks: 1-877-924-3967

# To Access the Spending Accounts

**Web Centers:**

To check your account balance online:

**Health Care and Child/Elder Care Spending Account**

- **From work:**
  - My Health from the intranet > My HCSA balance (or) My CECSA balance

- **From home:**
  - [myhealth.jpmorganchase.com](http://myhealth.jpmorganchase.com) > My HCSA balance (or) My CECSA balance

**Transportation Spending Accounts**

- **From work:** Company Home > My Rewards > Transportation Spending Accounts
- **From home:** [www.MyRewardsAtWork.com](http://www.MyRewardsAtWork.com)

For questions about enrollment and eligibility, contact the appropriate Call Center:

**Health Care and Child/Elder Care Spending Account**

Contact the Benefits Call Center:
- 1-877-JPMChase (1-877-576-2427)

  **Quick Path:** Enter your Standard ID or Social Security number; press 1, enter your PIN; press 1.

  If calling from outside the United States:
  - 1-212-552-5100 (GDP# 352-5100)

  Service Representatives are available Monday through Friday, from 8 a.m. to 7 p.m. Eastern Time, except certain U.S. holidays.

**Transportation Spending Accounts**

Contact the Transportation Spending Accounts Call Center:
- 1-877-924-3967

  Service Representatives are available Monday through Friday, from 8 a.m. to 8 p.m. Eastern Time, except certain U.S. holidays.
The JPMorgan Chase U.S. Benefits Program is available to most employees on a U.S. payroll who are regularly scheduled to work 20 hours or more a week and who are employed by JPMorgan Chase & Co. or one of its subsidiaries to the extent that such subsidiary has adopted the JPMorgan Chase U.S. Benefits Program. This information does not include all of the details contained in the applicable insurance contracts, plan documents, and trust agreements. If there is any discrepancy between this information and the governing documents, the governing documents will control. JPMorgan Chase & Co. expressly reserves the right to amend, modify, reduce, change, or terminate its benefits and plans at any time. The JPMorgan Chase U.S. Benefits Program does not create a contract or guarantee of employment between JPMorgan Chase and any individual. JPMorgan Chase or you may terminate the employment relationship at any time.

Effective 1/1/14
## Important Terms

As you read this summary of the JPMorgan Chase Spending Accounts, you’ll come across some important terms related to the accounts. To help you better understand the accounts, many of those important terms are defined here.

<table>
<thead>
<tr>
<th>Term</th>
<th>Applies to</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>After-Tax Contributions</td>
<td>• Transportation Spending Accounts</td>
<td>Contributions that are taken from your pay after federal, state, and local income taxes are withheld.</td>
</tr>
</tbody>
</table>
| Before-Tax Contributions| • Health Care Spending Account  
• Child/Elder Care Spending Account  
• Transportation Spending Accounts | Contributions that are taken from your pay before federal (and, in most cases, state and local) taxes are withheld. Before-tax dollars are also generally taken from your pay before Social Security taxes are withheld. This lowers your taxable income and your income tax liability. Your benefits under the 401(k) Savings Plan, Retirement Plan, Life and Accident Insurance Plans, Short-Term Disability Plan, and Long-Term Disability Plan will continue to be based on your full, unreduced benefits pay.  
Keep in mind that before-tax contributions do not count as earnings for Social Security purposes. Therefore, your future Social Security benefit could be slightly reduced if your total earnings for the year are less than the Social Security wage base ($117,000 for 2014). However, this reduction is nominal and may be outweighed by the immediate tax savings resulting from using before-tax dollars to pay for your benefits. |
| Claims Administrator  | • Health Care Spending Account  
• Child/Elder Care Spending Account  
• Transportation Spending Accounts | The company that provides certain claims administration services for the Spending Accounts.  
Cigna and UnitedHealthcare (depending on which carrier you elected for your Medical Plan coverage) are the claims administrators for the Health Care Spending Account for employees enrolled in the JPMorgan Chase Medical Plan.  
ADP is the claims administrator for the Health Care Spending Account for employees not enrolled in the JPMorgan Chase Medical Plan.  
ADP is the claims administrator for the Child/Elder Care Spending Accounts.  
WageWorks is the claims administrator for the Transportation Spending Accounts.  
JPMorgan Chase is not involved in deciding appeals for any benefit claim denied under the Spending Accounts. All fiduciary responsibility and decisions regarding a claim for a denied benefit under the plan rest solely with the claims administrator. Please Note: Claims and appeals relating to eligibility to participate in the Health Care Spending Account are decided by the Plan Administrator. Consult the Plan Administration section of this Guide for details. |
<table>
<thead>
<tr>
<th>Term</th>
<th>Applies to</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consolidated Omnibus Budget Reconciliation Act of 1985 as Amended (COBRA)</td>
<td>• Health Care Spending Account</td>
<td>A federal law that allows you to continue Health Care Spending Account participation on an after-tax basis (under certain circumstances) when coverage would otherwise have ended. The Plan Administration section of this Guide provides details on COBRA coverage.</td>
</tr>
</tbody>
</table>
| Eligible Expenses | • Health Care Spending Account  
• Child/Elder Care Spending Account  
• Transportation Spending Accounts | Health Care Spending Account. Eligible expenses generally can include medical, dental, and prescription drug copayments, deductibles, and coinsurance; eyeglasses; frames; contact lenses; and other health care expenses that aren’t reimbursed by other plans. Insurance premiums are not considered eligible expenses.  
Child/Elder Care Spending Account. Eligible expenses can include day care for dependent children under age 13 and disabled dependent children between ages 13 and 18 and disabled dependent adults, enabling you and your spouse (if you’re married) to work, or enabling your spouse to either look for work or attend school full time.  
Transportation Spending Accounts. Eligible expenses can include expenses that you incur in your commute (such as mass transit costs and parking expenses) between your home and work at JPMorgan Chase that can be paid for under federal tax law with money you’ve contributed to the Transit Account and/or Parking Account. These expenses are subject to monthly maximums under federal law. Please Note: Any eligible expenses that exceed monthly before-tax maximums will be deducted on an after-tax basis. |
| Eligible Tax Dependent(s) | • Health Care Spending Account  
• Child/Elder Care Spending Account | Under the Health Care Spending Account and Child/Elder Care Spending Account, your eligible tax dependents can include your spouse, a qualified adult dependent (including a domestic partner or extended family member who is your tax dependent) and your children, including the children of your domestic partner if they are your tax dependents. Please Note: Under the Child/Elder Care Spending Account, a child is an eligible tax dependent when he or she is under age 13 or if he or she is disabled and between ages 13 and 18. |
| Plan Year | • Health Care Spending Account  
• Child/Elder Care Spending Account | Health Care Spending Account. January 1 through December 31.  
Child/Elder Care Spending Account. January 1 through December 31. |
<table>
<thead>
<tr>
<th>Term</th>
<th>Applies to</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Publications 502, 503, and 15B</td>
<td>• Health Care Spending Account (IRS Publication 502)</td>
<td>Internal Revenue Service (IRS) publications that can be used as a guide to determine eligible and ineligible expenses under the Health Care Spending Account, Child/Elder Care Spending Account, and Transportation Spending Accounts. You can request a copy by calling the Internal Revenue Service (IRS) at 1-800-829-FORM (1-800-829-3676), or you can view these publications by logging on to <a href="http://www.irs.gov">www.irs.gov</a>.</td>
</tr>
<tr>
<td></td>
<td>• Child/Elder Care Spending Account (IRS Publication 503)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Transportation Spending Accounts (IRS Publication 15B)</td>
<td></td>
</tr>
</tbody>
</table>
| Qualified Change in Status     | • Health Care Spending Account                                              | The JPMorgan Chase benefits you elect during each annual benefits enrollment period will generally stay in effect throughout the plan year, unless you elect otherwise due to a qualified change in status (such as marriage, divorce, or the birth or adoption of a child, etc.) within 31 days of the event for benefits to be effective the date of the event. In the case of the Health Care Spending Account, if you miss the 31-day deadline, your participation in the account will be effective as of the date you contact the Benefits Call Center, and in order to have retroactive coverage, you may be required to make your contributions on an after-tax basis for the period prior to the date you first contact the Benefits Call Center.  
**Please Note:** Any changes you make during the year must be consistent with your qualified change in status. Please see “Qualified Change in Status” on page 13 for more information. |
|                               | • Child/Elder Care Spending Account                                         |                                                                                                                                                                                                                                                                                                                                              |
| Reimbursement Amount           | • Health Care Spending Account                                              | **Health Care Spending Account.** The amount of your eligible expenses, up to your annual contribution amount (minus any previous reimbursements).  
**Child/Elder Care Spending Account.** The amount of your eligible expenses, up to the year-to-date amount already contributed (minus any previous reimbursements).  
**Parking Account.** Under the Transportation Spending Account “Pay Me Back” option, the amount of your eligible expenses, up to the monthly amount already contributed minus previous reimbursements. **Please Note:** On a monthly basis, any unused balance may be directed to future expenses under this account. |
|                               | • Child/Elder Care Spending Account                                         |                                                                                                                                                                                                                                                                                                                                              |
|                               | • Parking Account                                                           |                                                                                                                                                                                                                                                                                                                                              |
**Some Quick Facts**

### Your Choices

**Health Care Spending Account.** You can contribute between $240 and $2,500 a year on a before-tax basis to pay for eligible out-of-pocket health care expenses.

**Child/Elder Care Spending Account.** You generally can contribute between $240 and $5,000 a year on a before-tax basis, subject to certain limits required under the Internal Revenue Code (IRC) with respect to before-tax contributions for highly compensated employees (W-2 compensation $115,000 or more in 2013).

**Transportation Spending Accounts.** The Transportation Spending Accounts include a Transit Account and a Parking Account. You can participate in either or both accounts, and you can contribute on a before-tax basis to either account. (If your commuting/parking costs exceed the legal before-tax monthly limits under the Transportation Spending Accounts, those additional costs will automatically be deducted through payroll deductions on an after-tax basis.)

- **Transit Account.** You can generally contribute up to $130 a month on a before-tax basis for eligible mass transit passes (for example, commuter bus, train, subway, ferry passes, tickets, and vouchers) or vanpooling expenses.

- **Parking Account.** You can contribute up to $250 a month on a before-tax basis for eligible parking expenses if you drive directly to work or to a location from which you commute to work at JPMorgan Chase (for example, park and ride).

The maximum before-tax contribution amounts shown here are legal limits on the maximum eligible commuting expense that may be incurred on a monthly basis for the calendar year 2014. The limits may change periodically subject to Internal Revenue Service (IRS) regulations.

### Special Rules

**Health Care Spending Account.** Internal Revenue Service rules provide that you can carry over to the following plan year $500 of any balance not used for eligible expenses incurred during the plan year (January 1 - December 31). Any additional balance over $500 will be forfeited and may not be used for expenses incurred in the following plan year. You have until March 31 of the year following the plan year to submit eligible claims for reimbursement. **Please Note:** If you are enrolled in the JPMorgan Chase Medical Plan, funds in your Medical Reimbursement Account (MRA) will be used to pay for eligible medical and prescription drug expenses before your Health Care Spending Account funds are used. You need to carefully consider the amount you plan to contribute to the Health Care Spending Account in order to avoid having to forfeit a leftover balance that exceeds $500.

**Child/Elder Care Spending Account.** For the Child/Elder Care Spending Account, you must provide the taxpayer identification number or Social Security number of any day care provider that you may use for an eligible tax dependent. In addition, any balance not used for eligible expenses incurred during the plan year (January 1 - December 31) will be forfeited and may not be used for expenses incurred in the following plan year. You have until March 31 of the year following the plan year to submit eligible claims for reimbursement.

**Transportation Spending Accounts.** While the Transportation Spending Accounts are similar in many ways to the Health Care Spending Account and the Child/Elder Care Spending Account, these accounts are subject to different rules under the Internal Revenue Code (IRC). The Transportation Spending Accounts are more flexible than the other Spending Accounts in several ways, including:

- You can choose to make before-tax and after-tax payroll deductions to pay for your eligible monthly commuter pass/ticket, and/or parking expenses; and

- You can enroll in the Transportation Spending Accounts, change, or cancel your contribution rate at any time during the year on a monthly basis. You must make these elections by the first of the month prior to the month you wish to participate or change your election.
Participating in the Spending Accounts

The general guidelines for participating in the JPMorgan Chase Spending Accounts are described in this section. Cigna and UnitedHealthcare (depending on which carrier you elected for your Medical Plan coverage) are the claims administrators for employees enrolled in the JPMorgan Chase Medical Plan. ADP is the claims administrator for employees not enrolled in the JPMorgan Chase Medical Plan and for the Child/Elder Care Spending Accounts. WageWorks is the claims administrator for the Transportation Spending Accounts.

Eligibility

Your participation in any of the JPMorgan Chase Spending Accounts is optional. In general, you are eligible to participate if you are:

- On a U.S. payroll of your employer and you are subject to FICA taxes;
- Paid salary, draw, commissions, or production overrides;
- Regularly scheduled to work 20 or more hours per week; and
- Employed by JPMorgan Chase & Co. or one of its subsidiaries to the extent that such subsidiary has adopted the plan.

Please Note: An individual classified or employed in a work status other than as a common law salaried employee by his/her employer, such as an:

- Independent contractor/agent (or its employee);
- Hourly-paid employee;
- Intern; and/or
- Occasional/seasonal, leased, or temporary employee

is not eligible to participate in the accounts regardless of whether an administrative or judicial proceeding subsequently determines this individual to have instead been a common law salaried employee.

Cost of Participation

Your cost of participation depends on the annual amount you elect to contribute to the Health Care Spending Account and/or Child/Elder Care Spending Account, and/or the monthly amount you elect to contribute to the Transportation Spending Accounts. Contributions to the Health Care Spending Account and the Child/Elder Care Spending Accounts are made on a before-tax basis. Contributions to the Transportation Spending Accounts can be made on a before-tax and after-tax basis.

Please Note

A deduction for Health Care, Child/Elder Care, and/or Transportation Spending Accounts contributions cannot be taken and no contribution will be made in any pay period in which your compensation after taxes, adjustments, and other plan contributions does not cover the full deduction amount you elected during the annual benefits enrollment period or as a result of a subsequent qualified change in status.
Limits on Contributions for Highly Compensated Employees

Internal Revenue Service (IRS) rules impose limits on contributions to the Child/Elder Care Spending Account in certain situations that involve highly paid employees. These rules help ensure that the plan doesn’t unfairly favor highly compensated employees. As a result, it may be necessary to significantly reduce contributions for some participants under these rules. You’ll be notified if you’re affected.

For the Child/Elder Care Spending Account, IRS rules state that you cannot contribute more than your salary or your spouse’s monthly salary, whichever is lower. If your spouse is a full-time student or is incapable of self-care, his or her monthly income is assumed to be $250 in 2014 if you have one eligible tax dependent or $500 in 2014 if you have two or more eligible tax dependents. Consequently, an employee with one child who requires care while a spouse attends school full-time for nine months of the year, would be limited to annual contributions of $2,250.

How to Enroll

Participation in the Spending Accounts is optional.

<table>
<thead>
<tr>
<th>If You:</th>
<th>What You Need to Do to Enroll:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Are an Employee</td>
<td><strong>Health Care and Child/Elder Care Spending Accounts.</strong> During an annual benefits enrollment period, you can make your elections through the Benefits Web Center on My Health or through the Benefits Call Center. At the beginning of each enrollment period, you’ll receive instructions on how to enroll. You must re-enroll each year to continue participating in the Health Care Spending Account and/or Child/Elder Care Spending Account for the following year. To access the Benefits Web Center, go to My Health &gt; Other Benefits &gt; Benefits Web Center. <strong>Transportation Spending Accounts.</strong> You can enroll in the Transportation Spending Accounts at any time during the year through the Transportation Spending Accounts Web Center via My Rewards. To enroll by phone, contact the Transportation Spending Accounts Call Center. Unless you make a change to your contribution amount, your elections will automatically carry forward from month to month and to the next calendar year. Please see page 32 for detailed enrollment information.</td>
</tr>
</tbody>
</table>
| Are a Newly Hired Employee    | **Health Care and Child/Elder Care Spending Accounts.** If you’ve just joined JPMorgan Chase and are enrolling for the first time, you need to make your choices through the Benefits Web Center on My Health or through the Benefits Call Center within 31 days of your date of hire if you are a full-time employee, and within 31 days prior to becoming eligible if you are a part-time employee, as explained below. **If you are a full-time employee,** you may receive information regarding benefits enrollment after accepting a position with JPMorgan Chase but before your hire date. Your coverage will begin on the first of the month following your hire date, as long as you enroll prior to your hire date or within 31 days after your hire date. **If you are a part-time employee,** you will receive your
### If You: | What You Need to Do to Enroll:
---|---
| enrollment materials within 31 days before becoming eligible for coverage. You need to enroll within 31 days before your eligibility date. You can access your benefits enrollment materials online at **My Health > New hire benefits enrollment.** To access the Benefits Web Center, go to **My Health > Other Benefits > Benefits Web Center.**  
**Transportation Spending Accounts.** You can enroll in the Transportation Spending Accounts at any time during the year; please see “If You Are an Employee” in the row above. |  
**Have a Change in Work Status or Qualified Change in Status**  
If you’re enrolling during the year because you’re a newly eligible employee due to a work status change or you have a qualified change in status, you’ll have 31 days from the date of the change in status to make your new choices through the Benefits Web Center on **My Health** or through the Benefits Call Center. To access the Benefits Web Center, go to **My Health > Other Benefits > Benefits Web Center.** Please see “Qualified Change in Status” on page 13 for more information.*

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* Special restrictions may apply concerning the processing of spending account enrollments and payroll contributions after mid-December of any year. Please contact the Benefits Call Center for more information.

### If You Do Not Enroll

If you do not enroll when you first become eligible, you won’t be able to enroll until the next annual benefits enrollment period unless you have a qualified change in status. Please see “Qualified Change in Status” on page 13 for more information.
## When Participation Begins

<table>
<thead>
<tr>
<th>If You:</th>
<th>When Participation Begins:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Are an Employee</td>
<td>The contributions you elect during the annual benefits enrollment period take effect at the beginning of the following plan year (January 1).</td>
</tr>
</tbody>
</table>
| Are a Newly Hired or Newly Eligible Employee | The elections you make as a new hire take effect as follows:  
  - If you are a full-time employee, coverage begins on the first of the month following your date of hire.  
  - If you are a part-time employee regularly scheduled to work at least 20 but less than 40 hours per week, coverage begins on the first of the month following 60 days from your date of hire.  
    Any contributions you make will be deducted from your pay in equal installments throughout the remainder of the year.* For example, if you are hired on June 1 and you elect $1,200, the $1,200 contribution will be divided by the number of pay periods left in the year and an equal amount will be deducted from each paycheck. |
| Experience a Qualifying Event | The coverage you elect as a result of a qualifying event (such as marriage, divorce, or the birth or adoption of a child or a work-related event such as an adjustment to your regularly scheduled work hours that results in a change in eligibility) will take effect as of the day of the qualifying event, if you enroll within 31 days of the event and you have already met the plan’s eligibility requirements. In the case of the Health Care Spending Account, if you miss the 31-day deadline, your participation in the account will be effective as of the date you contact the Benefits Call Center and, in order to have retroactive coverage, you may be required to make your contributions on an after-tax basis for the period prior to the date you first contact the Benefits Call Center.* Otherwise, you will not be able to make the change in coverage until the following annual benefits enrollment period. Please see “Qualified Change in Status” on page 13 for more information. |

* Special restrictions may apply concerning the processing of spending account enrollments and payroll contributions after mid-December of any year. Please contact the Benefits Call Center for more information.

## Changing Your Health Care and Child/Elder Care Contributions

In accordance with Internal Revenue Service (IRS) guidelines, you may change your contribution amount to the Health Care and/or Child/Elder Care Spending Account during the year only if you have a qualified change in status. Please see “Qualified Change in Status” on page 13 for more information.

In addition, amounts left in these accounts if you have not incurred claims equal to your account balance during the plan year (January 1 – December 31) are subject to **forfeiture** (balances that exceed $500 in the case of the Health Care Spending Account, and the entire remaining balance in the case of the Child/Elder Care Account). Please see “The ‘Use It or Lose It’ Rule” on page 13 for more information and for special considerations for the Health Care Spending Account.
If you are a highly compensated employee (HCE) (for 2014, if you had compensation in excess of $115,000 for 2013), you will not be able to increase your contributions to the Child/Elder Care Spending Account above the HCE limit in any given year.

**The “Use It or Lose It” Rule for the Health Care and Child/Elder Care Spending Account**

Under current U.S. tax law, unused balances in the Health Care and Child/Elder Care Spending Account are subject to forfeiture as follows:

- **Health Care Spending Account.** If you have a balance in the Health Care Spending Account after submitting all claims incurred during the plan year (January 1 – December 31), you can carry over $500 to the following plan year. Any remaining balance that exceeds $500 will be forfeited after the claims filing deadline (March 31 of the year following the plan year). This unused balance cannot be returned to you or carried forward for future use. For example, assume you contribute $2,200 to the Health Care Spending Account and your claims during the plan year (January 1 – December 31) are $1,500. Assuming you submit all your claims by the deadline (March 31 of the year following the plan year), your unused balance would be $700. You would be able to carry over $500 of the unused balance to the following plan year (the plan year immediately following the one in which you contributed $2,200) but you would forfeit the remaining $200 balance.

- **Child/Elder Spending Account.** If you have a balance left in the account after submitting all claims incurred during the plan year (January 1 – December 31), that balance will be forfeited after the claims filing deadline (March 31 of the year following the plan year). The unused balance cannot be returned to you or carried forward for future use.

It’s very important that you plan carefully before you decide how much to contribute to the Health Care Spending Account and/or Child/Elder Care Spending Account, and that you file your claims by the claims filing deadline: March 31 of the year following the plan year.

For detailed instructions on how to submit claims, see “Filing a Paper Claim for Reimbursement” on page 43.

**Qualified Change in Status**

The Health Care Spending Account and/or Child/Elder Care Spending Account elections or contribution amounts you make during the annual benefits enrollment period will stay in effect through the following plan year (or the current plan year if you enroll during the year as a newly eligible employee). However, you may be permitted to change your elections or contribution amounts before the next annual benefits enrollment period if you have a qualified change in status. **Please Note:** Any changes you make during the year must be consistent with your qualified change in status.

If you have a qualified change in status and want to change your Health Care Spending Account and/or Child/Elder Care Spending Account contributions, please see the **Benefits Status Change Guide**, which includes details on how to make changes. The Guide is available on **My Health > Benefits updates for new situations and is also available on request through the Benefits Call Center.**
You need to make your changes through the Benefits Web Center on My Health or through the Benefits Call Center within 31 days of the qualifying event for benefits to be effective the date of the event. To access the Benefits Web Center, go to My Health > Other Benefits > Benefits Web Center. In the case of the Health Care Spending Account, if you miss the 31-day deadline, your participation in the account will be effective as of the date you contact the Benefits Call Center, and in order to have retroactive coverage, you may be required to make your contributions on an after-tax basis for the period prior to the date you first contact the Benefits Call Center. Otherwise, you will not be able to make the change in contributions until the following annual benefits enrollment period. Your deadline to report a qualifying event may be extended to 60 days if your newly eligible tax dependent dies prior to adding them to coverage. Please contact the Benefits Call Center if this situation applies to you.

Your changes will take effect as of the day of the qualifying event. Eligible expenses are those incurred on or after the effective date of the qualifying event. For example, if you get married on April 15 and increase your Health Care Spending Account from $300 to $2,500, you will only be allowed to claim $300 in expenses incurred from January 1 through April 14.

Please Note: Documentation of dependent eligibility will be required when adding a dependent for coverage and may be requested at any time by JPMorgan Chase or the claims administrator. JPMorgan Chase regularly conducts dependent eligibility verification to ensure that all covered dependents meet the current eligibility requirements of the JPMorgan Chase U.S. Benefits Program. For details, please see an “Important Note on Dependent Eligibility” in the Medical Plan section of this Guide.

If you have questions during the year about qualifying events and what the allowed benefits changes are, please visit My Health, or contact the Benefits Call Center and speak with a Service Representative.

Qualified changes in status for eligible tax dependents under the Spending Accounts are listed in the table on the following page.
<table>
<thead>
<tr>
<th>Event</th>
<th>Health Care Spending Account Changes</th>
<th>Child/Elder Care Spending Account Changes</th>
</tr>
</thead>
<tbody>
<tr>
<td>You get married</td>
<td>Start or increase contributions</td>
<td>Start, increase, decrease, or cancel contributions</td>
</tr>
<tr>
<td>You enter into a domestic partnership or civil union with a person who is your tax dependent</td>
<td>Start or increase contributions</td>
<td>Start, increase, decrease, or cancel contributions</td>
</tr>
<tr>
<td>You have, adopt, or obtain legal guardianship of a child**</td>
<td>Start or increase contributions</td>
<td>Start or increase contributions</td>
</tr>
<tr>
<td>You and/or your covered dependents gain other benefits coverage**</td>
<td>No changes are permitted</td>
<td>Decrease or cancel contributions</td>
</tr>
<tr>
<td>You and/or your eligible tax dependents lose other benefits coverage**</td>
<td>Start or increase contributions</td>
<td>Start or increase contributions</td>
</tr>
<tr>
<td>You get legally separated or divorced</td>
<td>Decrease or cancel contributions</td>
<td>Start, increase, decrease, or cancel contributions</td>
</tr>
<tr>
<td>You end a domestic partner relationship or civil union with a person who was your tax dependent</td>
<td>Decrease or cancel contributions</td>
<td>Start, increase, decrease, or cancel contributions</td>
</tr>
<tr>
<td>A child is no longer eligible for coverage**</td>
<td>Decrease or cancel contributions</td>
<td>Decrease or cancel contributions</td>
</tr>
<tr>
<td>A covered family member dies**</td>
<td>Decrease or cancel contributions</td>
<td>Start, increase, decrease, or cancel contributions for your spouse/domestic partner Decrease or cancel contributions for your dependent child</td>
</tr>
<tr>
<td>You move out of a Medical Plan option service area and your current option is no longer available**</td>
<td>No changes are permitted</td>
<td>No changes are permitted</td>
</tr>
<tr>
<td>You have a change in dependent care provider or fees**</td>
<td>No changes are permitted</td>
<td>Start, increase, decrease, or cancel contributions</td>
</tr>
</tbody>
</table>

* Please remember that you can make changes to your participation in the Transportation Spending Accounts at any time.

** Also applies to a domestic partner relationship.

** Please Note:** Your deadline to report a qualifying event may be extended to 60 days if your newly eligible tax dependent dies prior to adding them to coverage. Please contact the Benefits Call Center if this situation applies to you.
What Happens to Transportation Spending Account Balance(s) at the End of the Year

The Transportation Spending Accounts, under section 132 of Internal Revenue regulations, allow qualified transportation expenses to be excluded from an employee’s gross income. Under these regulations, before-tax contributions are non-refundable to the employee under any circumstance, including termination of employment, retirement, or death. Under the “Pay Me Back” option, you have 180 days following the end of the benefit month to file claims for reimbursement. After the claims filing deadline, the unclaimed balance will be applied toward future payroll contributions. Please see “The Transportation Spending Accounts” on page 32 for more information.

Uncashed Reimbursement Checks

Any amounts for which paper checks were issued and not cashed under the Health Care and/or Child/Elder Care Spending Accounts, or under the “Pay Me Back” option under the Parking Account, will be treated as forfeited and will become the property of JPMorgan Chase as of December 31 of the year following the year in which the check was originally issued.

Your Other JPMorgan Chase Benefits

Your before-tax contributions to your spending accounts do not affect your other pay-related benefits at JPMorgan Chase. Your benefits under the 401(k) Savings Plan, Retirement Plan, Life and Accident Insurance Plans, Short-Term Disability Plan, and Long-Term Disability Plan will continue to be based on your full, unreduced benefits pay.

Tracking Your Spending Accounts

You can check your Health Care Spending Account Balance (even if you are not enrolled in the Medical Plan) on My Health. Go to: My Health > My HCSA balance. (If you are enrolled in the Medical Plan, you can also check your Medical Reimbursement Account balance on My Health. Go to: My Health > My MRA balance.)

You can check your Child Elder Care Spending Account balance on My Health. Go to: My Health > My CECSA balance. You can also contact your claims administrator if you have a question about the Health Care or Child Elder Care Spending Accounts (see contact information on page 2).

Information about your Transportation Spending Accounts is available online from the Transportation Spending Accounts Web Center via My Rewards. You can also contact the Transportation Spending Accounts Call Center if you have a question about your account (see contact information on page 2).
If You Have a Work Status Change

Your contributions to the Spending Accounts end if your work status changes and you are then scheduled to work fewer than 20 hours per week. In this case, you may continue to claim reimbursements from your account balances for any eligible expenses that were incurred before the date of your work status change. In addition, you may be able to continue to make contributions to the Health Care Spending Account on an after-tax basis under COBRA if you have not used your entire account balance prior to the date your status changed. You will have until the claim filing deadline in the year following your work status change to submit claims for any eligible expenses incurred up to the date of your work status change or the end of COBRA (March 31 of the year following your work status change).

If your work status changes and you are then scheduled to work more than 20 hours per week, please see "How to Enroll" on page 10 for information on when you can newly enroll to participate.
How the Health Care Spending Account and Child/Elder Care Spending Account Can Save You Money

The following example shows how paying for eligible expenses using before-tax dollars can increase your after-tax income and save you money.

Let’s assume your annual income is $40,000, you’re married, and you contribute $1,000 to your Health Care or Child/Elder Care Spending Account.

<table>
<thead>
<tr>
<th></th>
<th>If you use the Spending Accounts</th>
<th>If you don’t use the Spending Accounts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your annual income</td>
<td>$40,000</td>
<td>$40,000</td>
</tr>
<tr>
<td>Eligible expenses paid from your Spending Account</td>
<td>-$1,000</td>
<td>$0</td>
</tr>
<tr>
<td>Adjustable gross income</td>
<td>$39,000</td>
<td>$40,000</td>
</tr>
<tr>
<td>Federal taxes*</td>
<td>-$4,493.50</td>
<td>-$4,670</td>
</tr>
<tr>
<td>After-tax income</td>
<td>$34,506.50</td>
<td>$35,330</td>
</tr>
<tr>
<td>Eligible expenses paid with after-tax dollars</td>
<td>$0</td>
<td>-$1,000</td>
</tr>
<tr>
<td>Remaining after-tax income</td>
<td>$34,506.50</td>
<td>$34,330</td>
</tr>
<tr>
<td>Savings as a result of using the Spending Accounts</td>
<td>$176.50</td>
<td>$0</td>
</tr>
</tbody>
</table>

*The above example is based on 2013 federal income tax rates, assuming the taxpayer is married, files a joint tax return, claims three exemptions, and takes the standard deduction. Social Security and Medicare taxes are based on a combined 7.65% tax rate. Please Note: The impact related to state income taxes is not reflected in the example above, and your savings will be greater in those states where spending account contributions are not subject to state income tax.
The Health Care Spending Account

You can contribute between $240 and $2,500 a year per participant on a before-tax basis to the Health Care Spending Account to pay for eligible out-of-pocket health care expenses. Any contributions you make will be deducted from your pay in equal installments throughout the year. If you begin contributing during the year (as a newly eligible employee or if you have a qualified change in status), the maximum contribution you can make is $2,500, which will be taken in equal installments over the remaining pay periods for that year.

The following example illustrates how to determine your contributions if you contribute to the Health Care Spending Account. This example shows an employee who is paid on a semimonthly basis and who chooses to contribute $2,500 during an annual benefits enrollment period. Generally, semimonthly deductions would be calculated as follows:

\[
\frac{2,500}{24 \text{ pay periods}} = \$104.16 \text{ per semimonthly pay period}
\]

If you are hired on April 1 and you elect $2,500, you will contribute $2,500 for the remainder of the year. If you are a full-time employee, this means your contributions will begin on May 1 and the amount deducted each pay period will be calculated as follows:

\[
\frac{2,500}{16 \text{ pay periods}} = \$156.25 \text{ per semimonthly pay period}
\]

Here are some additional key points about how the Health Care Spending Account works:

- **Claim Processing.** The claim processing method for your Health Care Spending Account varies by the type of expense, whether or not you are enrolled in the Medical Plan, and your Medical Reimbursement Account (MRA) payment method election under the Medical Plan, if applicable. See “Receiving Reimbursement from the Spending Accounts” on page 39 for more information.

- **Amount Eligible for Reimbursement.** The total dollar amount of your annual contributions to the Health Care Spending Account is available for reimbursement for eligible expenses, even if the money has not yet accumulated in your account.

- **Your Eligible Tax Dependents.** Under the Health Care Spending Account, you can pay for eligible expenses on behalf of yourself and your eligible tax dependents. Your eligible tax dependents can include your spouse, a qualified adult dependent (including a domestic partner or an extended family member who is your tax dependent) and your children, including the children of your domestic partner if they are your tax dependents.

Carefully consider your contribution amount to the Health Care Spending Account if you are covered under the JPMorgan Chase Medical Plan, which includes a Medical Reimbursement Account (MRA).

Contributing to the Health Care Spending Account provides funds to help with health care out-of-pocket expenses in addition to the contributions you receive to your MRA; however, you need to plan carefully to avoid having to forfeit a balance. Funds in your Medical Reimbursement Account (MRA) will be used to pay for eligible medical and prescription drug expenses before your Health Care Spending Account funds are used; in order to be reimbursed from your Health Care Spending Account for medical and/or prescription drug costs you first have to deplete the balance in your MRA. You need to carefully consider the amount you contribute to the Health Care Spending Account in order to avoid having to forfeit a leftover balance that exceeds $500.
• **Continuing Participation.** If you leave JPMorgan Chase before the end of the year, you can continue to be reimbursed for eligible expenses incurred up to the end of the month of your termination — as long as you submit the expenses by the applicable deadline. (Please see “Receiving Reimbursement from the Spending Accounts” on page 39 for more information.) You can also elect through COBRA to continue contributing to your Health Care Spending Account on an after-tax basis for eligible expenses incurred after you leave, but only until the end of the plan year in which you leave. Please see the Plan Administration section of this Guide for more information on COBRA continuation coverage.

• **Coordinating with Your Spouse.** If your spouse has a Health Care Spending Account at JPMorgan Chase or at another employer, you cannot claim reimbursement for any expenses your spouse has claimed under the other plan.

### Eligible Expenses

Eligible expenses are those incurred from the effective date of participation through the date participation ends. Eligible expenses under the Health Care Spending Account include expenses that you pay out of your pocket and that you generally could also claim as health care deductions on your federal income tax return if you were not reimbursed through the Health Care Spending Account. Expenses include, but are not limited to, deductibles, copayments, and coinsurance. Examples of eligible expenses under the current Internal Revenue Code (IRC) are certain dental and vision services, certain equipment and supplies, hospital services, lab exams and tests, and medical treatments (including smoking cessation programs).

**Please Note:** Insurance contributions (i.e., premiums) are not reimbursable under the Health Care Spending Account.

The specific expenses listed on the following page are generally considered by the Internal Revenue Service (IRS) to be eligible medical care expenses for federal income tax purposes. Therefore, they’re eligible for reimbursement through the Health Care Spending Account. Because the tax treatment of these expenses is always subject to IRS review, JPMorgan Chase can’t guarantee that the same expenses will always be eligible (or ineligible) for reimbursement from the Health Care Spending Account.

If the IRS changes its ruling concerning the eligibility of a particular expense, JPMorgan Chase will accept that ruling effective on the date prescribed by the IRS.

**Please Note:** Changes by the IRS to the eligibility of an expense do not allow you to stop or start contributions to the Health Care Spending Account.
Examples of Eligible Expenses Under a Health Care Spending Account Under the Current Internal Revenue Code (IRC)

Please Note: This list is subject to change at any time based on Internal Revenue Service (IRS) guidance.

Dental Services
- Cleaning teeth
- Dental X-rays
- Filling teeth
- Gum treatment
- Oral surgery
- Orthodontia

Equipment and Supplies
- Abdominal supports
- Ambulance hire
- Arches
- Artificial teeth or eyes, to the extent they are not deemed to be cosmetic
- Automobile device for a physically disabled person, but not for travel to work
- Back supports
- Blood pressure monitors
- Braces
- Contact lenses and supplies
- Crutches
- Diabetic supplies
- Elastic hosiery
- Eyeglasses
- Fluoridation unit in the home
- Hearing aids
- Installation of stair-seat elevator for a person with a heart condition
- Invalid chair
- Iron lung
- Orthopedic shoes
- Over-the-counter medications only if accompanied by a doctor’s prescription*
- Portable air conditioner if needed for relief from allergy or difficulty in breathing
- Prescriptions
- Reclining chair if prescribed by a physician
- Repair of telephone equipment for the deaf
- Sacroiliac belt
- Special mattress and plywood bed boards for relief of spinal arthritis
- Splints
- Truss
- Wig, if advised by a physician for the mental health of a patient because of hair loss from disease

Hospital Services
- Anesthetist
- Operating room usage
- Oxygen mask and tent
- X-ray technician

Laboratory Exams/Tests
- Blood tests
- Cardiographs
- Metabolism tests
- Spinal fluid tests
- Sputum tests
- Stool examination
- Urine analysis
- X-ray examinations

*Over-the-Counter Medications. Generally, over-the-counter medications cannot be reimbursed from the Health Care Spending Account due to health care regulations. However, there are certain exceptions. In limited instances, if you have a prescription from your doctor for drugs that are available over-the-counter—such as Claritin and Prilosec—they will be eligible for reimbursement through your Health Care Spending Account. In addition, over-the-counter forms of insulin are eligible for reimbursement from your Health Care Spending Account without a doctor’s prescription.
**Medical Treatments**
- Acupuncture
- Blood transfusion
- Diathermy
- Electric shock treatments
- Hearing services
- Injections
- Insulin treatments
- Organ transplants
- Pre-natal and post-natal care
- Psychotherapy
- Radium therapy
- Obstetrician
- Oculist
- Optician
- Optometrist
- Orthopedist
- Osteopath
- Pediatrician
- Physician
- Physiotherapist
- Sterilization
- Ultra-violet ray treatments
- Vasectomy
- X-ray treatments

**Professional Services**
- Chiropodist
- Chiropractor
- Dentist
- Dermatologist
- Gynecologist
- Midwife
- Neurologist
- Nurse
- Obstetrician
- Optometrist
- Psychologist
- Psychiatrist
- Psychoanalyst
- Podiatrist
- Psychotherapist
- Registered nurse
- Surgeon (except for cosmetic surgery)

**Miscellaneous**
- Alcoholism inpatient and outpatient care
- Blood transfusion inpatient and outpatient care
- Braille books (just the excess cost of Braille books and magazines over the cost of regular editions)
- Birth control pills or other birth control items prescribed by a physician
- Braille books (just the excess cost of Braille books and magazines over the cost of regular editions)
- Child-birthing classes
- Convalescent home, if for medical treatment
- Drug treatment center inpatient and outpatient care
- Guide for a blind person
- Hair transplant operation, if medically necessary
- Health Institute fees, if services are prescribed by a physician to alleviate a physical or mental defect or illness
- Hair transplant operation, if medically necessary
- Health Institute fees, if services are prescribed by a physician to alleviate a physical or mental defect or illness
- Kidney donor’s — or possible kidney donor’s — expenses
- Legal fees that are necessary to authorize a medical treatment for a mentally ill dependent
- Legal fees that are necessary to authorize a medical treatment for a mentally ill dependent
- Nurse’s board and wages, including Social Security taxes you pay
- Nurse’s board and wages, including Social Security taxes you pay
- Remedial reading for a child with dyslexia
- Remedial reading for a child with dyslexia
- Sanitarium and similar institutions
- Sanitarium and similar institutions
- School costs for physically and mentally disabled children
- School costs for physically and mentally disabled children
- Seeing-eye dog and its maintenance
- Seeing-eye dog and its maintenance
- Smoking cessation classes
- Smoking cessation classes
- Telephone-teletype costs and television adapter for closed caption service for a deaf person
- Telephone-teletype costs and television adapter for closed caption service for a deaf person
- Travel expenses related to medical treatment
- Travel expenses related to medical treatment
- Weight-loss program if prescribed by a physician to treat a diagnosed medical condition such as obesity, hypertension, or heart disease
- Weight-loss program if prescribed by a physician to treat a diagnosed medical condition such as obesity, hypertension, or heart disease
Any other expense you can otherwise claim as a medical deduction on your federal income tax return, except insurance premiums, can also be reimbursed from your Health Care Spending Account. For more information about eligible expenses, visit the Internal Revenue Service (IRS) website at www.irs.gov, or call the Internal Revenue Service (IRS) at 1-800-TAX-FORM (1-800-829-3676) and ask for Internal Revenue Service (IRS) Publication 502, “Medical and Dental Expenses.” While certain sections of the Publication do not apply for purposes of the Health Care Spending Account, you may find the section entitled “What Medical Expenses Are Includible” helpful in that it lists certain expenses eligible for the federal health care tax deduction, and which may be eligible for reimbursement from your Health Care Spending Account.
Expenses Not Eligible

Expenses not eligible for reimbursement under the Health Care Spending Account include expenses that you generally cannot claim as medical deductions on your federal income tax return. Such ineligible expenses include, but are not limited to, cosmetic surgery, electrolysis, over-the-counter (non-prescription) medications, over-the-counter vitamins taken to maintain general health, health club membership dues, and insurance premiums. Therefore, they’re not eligible for reimbursement through the Health Care Spending Account.

Examples of Expenses Not Eligible Under a Health Care Spending Account Under the Current Internal Revenue Code (IRC)

Please Note: This list may change at any time based on Internal Revenue Service (IRS) guidance.

- Athletic or health club expenses to maintain or improve physical fitness
- Babysitting expenses incurred while you go to the doctor
- Boarding school fees paid for a child while the parent is recuperating from an illness
- Body piercing
- Bottled water
- COBRA continuation contributions
- Contributions to a retiree benefits plan
- Cosmetic surgery, treatment, or procedures (including prescription drugs used in cosmetic treatments or procedures)
- Dance lessons, even if advised by a physician
- Diaper service
- Divorced spouse’s health care bills
- Domestic help, even if needed because of a spouse’s illness
- Electrolysis or hair removal
- Food or beverage substitutes, except the cost of special foods over what would ordinarily have been spent on food, if necessary because of allergy
- Funeral and burial expenses
- Health and beauty supplies
- Illegal operations and drugs
- Insurance contributions (including contact lens insurance)
- Legal fees for divorce
- Life insurance contributions
- Marriage or family counseling
- Maternity clothes
- Over-the-counter (non-prescription) medications used to alleviate or treat an illness or injury (e.g., aspirin, Tylenol, Claritin)
- Patent medicines
- Rogaine/Minoxidil
- Scientology fees
- Shampoo (unless prescribed by a doctor, i.e., prescription shampoo)
- Tattooing
- Toothpaste
- Transportation costs of a disabled person to and from work
- Travel for reasons of health, even if prescribed by a physician
- Tuition and travel expenses to send a child to a particular school for a beneficial change in environment
- Veterinary fees
- Vitamins, tonics, etc., unless taken pursuant to a prescription and used to treat a specific medical condition
- Weight-loss program if not prescribed by a physician to treat a diagnosed medical condition such as obesity, hypertension, or heart disease
Reimbursement Amount

Your Health Care Spending Account covers your eligible health care expenses in full up to the total amount you’re scheduled to contribute to the account for the year, no matter how much money you have actually contributed to your account at the time you request the reimbursement. Contributions will continue to be deducted from your pay throughout the year, up to the amount of your annual elected contribution. If your employment terminates, the full amount is available for expenses incurred prior to the date of termination.

Your account will only cover expenses for supplies and services that have actually been incurred, not future expected services or expenses. In addition, you may only receive reimbursement for expenses that have not been covered or reimbursed by insurance.

Please Note: If you are enrolled in the JPMorgan Chase Medical Plan, funds in your Medical Reimbursement Account (MRA) will be used to pay for eligible medical and prescription drug expenses before your Health Care Spending Account funds are used. You need to carefully consider the amount you contribute to the Health Care Spending Account in order to avoid having to forfeit a leftover balance that exceeds $500.

Please refer to “Receiving Reimbursement from the Spending Accounts” on page 39 for details on how to use your Health Care Spending Account to pay for eligible health care expenses.

When Participation Ends

In general, your participation under the Health Care Spending Account will end on the last day of the month in which:

• You stop making required contributions;
• Your employment with JPMorgan Chase is terminated for any reason;
• You no longer meet the eligibility requirements;
• The Health Care Spending Account is discontinued for any reason;
• You choose not to re-enroll for the following year during the annual benefits enrollment period (in which case coverage will end on December 31 of the current year); or
• The year after you begin receiving benefits under the JPMorgan Chase Long-Term Disability Plan.

You may be permitted to make contributions to the Health Care Spending Accounts on an after-tax basis under the Consolidated Omnibus Budget Reconciliation Act of 1985 as amended (COBRA) after your participation on a before-tax basis ends. (Please see the Plan Administration section of this Guide for more information on COBRA continuation coverage.)

Federal Income Tax Deduction

The Health Care Spending Account is an alternative to applying your out-of-pocket expenses toward a deduction on your federal income tax return. You cannot use the same expenses for both purposes. The chart below provides a brief comparison of the two alternative tax treatments under current tax law. Only you can determine which approach is best for you. JPMorgan Chase cannot provide tax advice. You are advised to consult your own tax advisor.
## At-a-Glance Comparison

<table>
<thead>
<tr>
<th>Using the Health Care Spending Account</th>
<th>Using Expenses as a Tax Deduction</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Minimum contribution is $240 a year</td>
<td>• Deduction is allowed only for expenses that exceed 10% of your adjusted gross household income for the year</td>
</tr>
<tr>
<td>• Maximum contribution is $2,500 a year</td>
<td>• No maximum deduction</td>
</tr>
<tr>
<td>• Contributions reduce your taxable income</td>
<td>• Deduction amount is excluded from your adjusted gross income</td>
</tr>
<tr>
<td>• Contributions are free from Social Security taxes</td>
<td>• Deduction amount does not reduce Social Security taxes</td>
</tr>
<tr>
<td>• No need to itemize tax return</td>
<td>• Must itemize tax return</td>
</tr>
<tr>
<td>• Must decide contribution amount before expenses are incurred and forfeit unused balance over $500 (you can carry over a balance of up to $500 to the following plan year)</td>
<td>• Deduction taken after expenses are incurred; no risk of “forfeiture”</td>
</tr>
</tbody>
</table>
The Child/Elder Care Spending Account

The Child/Elder Care Spending Account allows you to pay on a before-tax basis for child or elder care expenses that permit you — or you and your spouse, if you’re married — to work. The Child/Elder Care Spending Account works similarly to the Health Care Spending Account. If you participate, you decide how much you want to contribute to your account.

You can contribute between $240 and $5,000 a year (subject to certain legal limits for highly compensated employees) on a before-tax basis to pay for eligible out-of-pocket dependent day care expenses. If you are married, the maximum amount you can contribute is $5,000 or the amount of your spouse’s income, whichever is less. If your spouse’s employer offers a similar account, the most you and your spouse can be reimbursed during a tax year is $5,000 on a combined basis. If you are married but file separate income tax returns, your maximum contribution amount is $2,500 a year.

If you begin contributing during the year (as a newly eligible employee), the maximum contribution you can make is $5,000, which will be taken in equal installments over the remaining pay periods for that year. For example, if you are hired on June 15 and you elect $3,000, the $3,000 contribution will be divided by the number of pay periods left in the year and an equal amount will be deducted from each paycheck beginning July 1 (when coverage is effective).

Here are some additional key points about how the Child/Elder Care Spending Account works:

- **Your Expenses.** When you incur an eligible expense, you must submit a claim for reimbursement from your account.

- **Your Reimbursement.** You can only receive reimbursement for eligible expenses up to the amount that you have actually contributed to your account, and only for services that you have actually received prior to claiming reimbursement.

- **Your Eligible Tax Dependents.** You can use the Child/Elder Care Spending Account for eligible care incurred for:
  - A child under age 13 for whom you claim a personal exemption on your income-tax return; or
  - Any dependent (including your spouse) who is physically or mentally incapable of self-care who lives with you for more than six months out of the year, or who otherwise meets the definition of a dependent under the Internal Revenue Code (IRC) definition during the period of coverage.

If you are submitting claims for dependent care expenses incurred outside your home, your dependent must spend at least eight hours a day in your home. If you’re divorced or separated and have custody of an eligible child, you may be able to use the Child/Elder Care Spending Account even if you’ve agreed to let your spouse (or former spouse) claim your child as an exemption for tax purposes.
• **Your Spouse’s Status.** If you’re married, you can participate in a Child/Elder Care Spending Account only if your spouse is:
  — Employed, whether part-time, full-time, or self-employed;
  — Looking for gainful employment;
  — A full-time student; or
  — Physically or mentally incapable of self-care and is the dependent for whom you’re claiming expenses.

• **Your Care Provider.** The Internal Revenue Service (IRS) requires that your claim include a receipt with the name, address, telephone number, and taxpayer identification number (or Social Security number) of the caregiver. Without this information, the care generally won’t qualify as an eligible Child/Elder Care Spending Account expense.

• **Continuing Participation.** If you leave JPMorgan Chase before the end of the year, you can continue to be reimbursed for expenses incurred through the termination of your employment, up to the balance in your account. You then have until March 31 of the year following your termination from JPMorgan Chase to submit claims for any eligible expenses incurred prior to your termination the previous year.

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**Eligible Expenses**

Eligible expenses are those incurred from the effective date of participation through the date participation ends. The following specific expenses are currently considered by the Internal Revenue Service (IRS) to be deductible child or elder care expenses for federal income tax purposes. Therefore, they’re eligible for reimbursement through the Child/Elder Care Spending Account. Because the deductibility of these expenses is always subject to IRS review, JPMorgan Chase can’t guarantee that the same expenses will always be eligible (or ineligible) for reimbursement from the Child/Elder Care Spending Account.

You can use the Child/Elder Care Spending Account for eligible care expenses incurred for an eligible tax dependent.

**Please Note:** You must actually incur an eligible expense and receive the service prior to claiming reimbursement.

This list is subject to change at any time.

Eligible expenses under the Child/Elder Care Spending Account must also be incurred so that you — if you’re married, you and your spouse — can work. Such expenses include, but are not limited to:

• Care at licensed nursery schools or day camps (excluding most expenses for grades kindergarten and above or overnight camps). To qualify, the school or center must comply with state and local laws and receive a fee for its services if it cares for seven or more children;

• Payment to a housekeeper who is primarily responsible for providing day care;

• Payment to someone who provides care in your home, as well as related taxes you pay on that person’s behalf;

• Care provided at an adult day care facility (but not expenses for an overnight nursing home facility) for any eligible tax dependent;

• Day care provided by before-school or after-school programs;
• Day care provided inside or outside your home by anyone other than your spouse or a person you list as your dependent for income tax purposes, for your child under age 13;

• Household services related to the care of an eligible tax dependent who lives with you; and

• Any other qualified dependent care expense as defined by the IRS.

For more information about employment-related dependent care expenses that qualify for the federal tax credit, visit the Internal Revenue Service (IRS) website at www.irs.gov, or call the IRS at 1-800-TAX-FORM (1-800-829-3676) and ask for IRS Publication 503, “Child and Dependent Care Expenses.”

If the IRS changes its ruling concerning the deductibility of a particular expense, JPMorgan Chase will accept that ruling effective on the date prescribed by the IRS.

Please Note: Any such change by the IRS to the tax-deductible status of an expense does not allow you to stop or start contributions to a Child/Elder Care Spending Account.

**Expenses Not Eligible**

The following expenses are not eligible for reimbursement through the Child/Elder Care Spending Account:

• After-school care provided coincidentally with a program for which the primary purpose is education — for example, an after-school religious training program;

• Care in unlicensed day care centers or care by providers who won’t provide you with their taxpayer identification number or Social Security number;

• Care that’s not needed for you to work — for example, babysitting fees during non-working hours;

• Child care expenses that enable you or your spouse to do volunteer work;

• Education expenses for a child in kindergarten or above;

• Expenses paid to one dependent you claim (or could claim) on your tax return to care for another dependent (for example, paying one child to care for a younger child) if the person you’re paying is under age 19 or can be claimed as an exemption on your federal income tax return;

• Health care expenses for dependents (these are reimbursed through the Health Care Spending Account — not the Child/Elder Care Spending Account);

• Overnight summer camp expenses;

• Transportation expenses to or from a day care center;

• 24-hour nursing home care for a parent or spouse; and

• Otherwise eligible care that’s not provided by an eligible provider.

Please Note: This list may change at any time based upon Internal Revenue Service (IRS) guidance.

**Your Provider’s Tax Information**

To be reimbursed for child/elder care expenses, your claim must include the care provider’s name, address, and taxpayer identification number (or Social Security number). Without this information, your expenses will not be eligible for reimbursement from the Child/Elder Care Spending Account.
Reimbursement Amount

Unlike the Health Care Spending Account, the Child/Elder Care Spending Account covers your eligible expenses only up to the balance credited to your account through payroll deductions at the time you request reimbursement. As your contributions are deducted from your pay throughout the year, you’ll automatically be reimbursed for any outstanding expenses you’ve submitted, up to the year-to-date amount already contributed (minus any previous reimbursements).

Please Note: If you fail to provide substantiation when requested by ADP, you will be required to repay the amount of unsubstantiated/ineligible expenses.

Your account will only cover expenses for services that have actually been incurred, not for future expected services or expenses.

When Participation Ends

In general, your participation under the Child/Elder Care Spending Account will end on the day that:

• You stop making required contributions;
• Your employment with JPMorgan Chase is terminated for any reason;
• You no longer meet eligibility requirements;
• The Child/Elder Care Spending Account is discontinued for any reason;
• You choose not to re-enroll for the following year during the annual benefits enrollment period (coverage will end on December 31 of the current year);
• You begin receiving benefits under the JPMorgan Chase Long-Term Disability Plan; or
• You go on a leave of absence.

Federal Income Tax Credit

The Child/Elder Care Spending Account will save you money by lowering the amount of your income subject to federal (and, in most cases, state and local) income taxes. However, the Internal Revenue Code (IRC) prevents you from taking the federal dependent care tax credit on your personal income tax form for expenses already reimbursed through your account.

Usually, if your family’s annual taxable income is $15,000 or more, it’s more tax-effective to have expenses reimbursed from the Child/Elder Care Spending Account than to take the tax credit. The maximum amount of dependent care expenses that can be used in calculating the federal dependent care tax credit is $3,000 in 2014 for one dependent and $6,000 in 2014 for two or more dependents. The Child/Elder Care Spending Account, however, allows you to contribute up $5,000 on a before-tax basis, regardless of the number of dependents.

In some cases, you may be able to use both the tax credit and Child/Elder Care Spending Account. However, any dependent care expenses otherwise eligible for the federal dependent care tax credit will be reduced, dollar-for-dollar, by the amounts you receive from your Child/Elder Care Spending Account. The following chart provides a brief comparison of the two alternative tax treatments under current tax law. Only you can determine which is better for you based on your personal financial situation. You should consult a tax advisor before making a decision. JPMorgan Chase cannot provide you with tax advice.
At-a-Glance Comparison

<table>
<thead>
<tr>
<th>Using the Child/Elder Care Spending Account</th>
<th>Using the Tax Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Minimum contribution is $240 a year</td>
<td>• No minimum expense for using credit</td>
</tr>
<tr>
<td>• Maximum contribution $5,000 a year ($2,500 if married and filing separately) regardless of the number of eligible tax dependents</td>
<td>• Maximum expense applicable toward credit is $3,000 in 2014 for one dependent; $6,000 in 2014 for two or more dependents</td>
</tr>
<tr>
<td>• These amounts may be lowered to comply with certain Internal Revenue Service (IRS) nondiscrimination tests</td>
<td>• A percentage of expenses is applied as credit against taxes owed</td>
</tr>
<tr>
<td>• Contributions reduce your taxable income</td>
<td>• Credit does not reduce Social Security taxes</td>
</tr>
<tr>
<td>• Contributions are free from Social Security taxes</td>
<td>• No risk of “forfeiture”; credit is determined at end of year after expenses are incurred</td>
</tr>
<tr>
<td>• Must decide contribution amount before expenses are incurred and forfeit unused amounts</td>
<td></td>
</tr>
</tbody>
</table>
The Transportation Spending Accounts

You can generally contribute up to $130 a month for the Transit Account and up to $250 a month for the Parking Account on a before-tax basis to pay for eligible out-of-pocket commuting and parking expenses, subject to certain legal limits set by the Internal Revenue Service (IRS). These legal limits may change periodically. If your commuter costs exceed the legal before-tax monthly limits under the Transportation Spending Accounts, those costs will automatically be deducted through payroll deductions on an after-tax basis. For a 12-month calendar year, you can make a maximum before-tax contribution of $1,560 to a Transit Account and $3,000 to a Parking Account.

Your contributions to the Transportation Spending Accounts are deducted from your pay each pay period and used to pay for your eligible monthly commuter pass/ticket and/or parking expenses. You order your commuter passes/tickets and/or authorize payment directly to your parking facility at the time of your enrollment, and your contributions are automatically deducted each pay period and used to pay these expenses. If your commuting pattern varies, you may purchase your fare using a commuter card. With the commuter card, you may purchase eligible transportation fare media in locations where the associated transit agency accepts a debit and/or credit card. Please Note: The commuter card is intended for use each month. If WageWorks determines that the outstanding card balance exceeds a certain threshold, contributions to that account will be suspended until the balance on your card is below that threshold.

Please Note: Generally, if the cost of your commuter pass/ticket increases, your payroll deductions will automatically increase to cover the cost. If your parking expenses increase, you will need to make changes online or by contacting the Transportation Spending Accounts Call Center.

Your pass, ticket, or voucher is generally mailed to you at your home address (unless prohibited by the individual transit agency) and/or your parking lot is paid for you, which means that you don’t have to buy your commuter pass, ticket, or voucher separately (i.e., at the station) or pay for your parking at the lot. In some cases, you will receive a "commuter card," which can be used to purchase your tickets. If your eligible parking expenses are unpredictable, you may elect to participate in the “Pay Me Back” option under the Parking Account and then submit a claim for reimbursement to WageWorks.

If you do not receive your order by the first day of the benefit month, you must contact WageWorks to report the missing order within the first three business days of that month. WageWorks will only pay for up to two lost passes per employee, per lifetime. If you do not report an undelivered order in a timely manner, you may not qualify for reimbursement.

Here are some additional key points about how the Transportation Spending Accounts work.

• **Your Options.** The two accounts are the Transit Account and the Parking Account.

• **Your Eligible Dependents.** The Transportation Spending Accounts do not cover commuting or parking expenses for dependents.
• **If You Park in a Parking Garage and Your Monthly Parking Permit Is Coordinated by JPMorgan Chase with After-Tax Contributions.** One of the advantages of enrolling in the Parking Account option is that you can benefit from before-tax payroll deductions. By electing the “Pay My Provider” option, before-tax and after-tax deductions will be taken from your pay and WageWorks will pay your garage directly. If you choose this option, you should advise your JPMorgan Chase parking coordinator to discontinue any current after-tax payroll deductions that are not part of the Transportation Spending Accounts — this will help avoid the possibility of overpayment to the garage. Alternatively, if you continue to have your JPMorgan Chase parking coordinator pay the garage and then file for reimbursement through WageWorks, you should elect to participate in the “Pay Me Back” option. **Please Note:** Payroll deductions for the “Pay Me Back” option are limited to before-tax legal limits.

<table>
<thead>
<tr>
<th>Important Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>By law, the maximum monthly contribution you can make to the Transportation Spending Accounts must be reduced by the value of any other transit/parking reimbursement or benefit that you may receive from JPMorgan Chase. Otherwise, the excess amount will be taxable income.</td>
</tr>
<tr>
<td>In deciding the amount to contribute to the Transportation Spending Accounts, you will need to consider the value of any monthly transit/parking reimbursement that you may receive from JPMorgan Chase. If, in any month, the reimbursement from a Transportation Spending Account and the value of those other transit/parking benefits exceeds the maximum monthly legal limit, then the excess will represent taxable income to you. You should consult a personal tax advisor to determine how participating in the Transportation Spending Accounts may affect your personal tax situation. JPMorgan Chase cannot provide you with tax advice.</td>
</tr>
</tbody>
</table>

**How to Enroll**

You can enroll in the Transportation Spending Accounts at any time. You must enroll by the first of the month so that deductions can begin and be used to purchase a pass or parking for the following month. See “When Participation Begins” on page 34 for more information. Generally, you should wait to enroll for about 10 business days after your date of hire to allow for necessary administrative processing.

To enroll online, visit the Transportation Spending Accounts Web Center via My Rewards, or via the Internet at www.wageworks.com. To enroll via phone, contact the Transportation Spending Accounts Call Center. Once you enroll in the Transportation Spending Accounts, you will be responsible for updating your delivery mailing address changes through WageWorks, the Transportation Spending Accounts administrator. In addition, certain transit agencies (i.e. the Long Island Railroad and MetroNorth Railroad) require that you first set up an account with the agency before you can use this benefit. You must manage your ticket choices directly through these agencies, and your payroll elections through WageWorks, who will make the before-tax (and after-tax, if applicable) deduction from your pay and send your payment to the applicable transit agency (see the following pages for more information).

**Please Note:** By enrolling in the JPMorgan Chase Transportation Spending Accounts, you authorize JPMorgan Chase to reduce your base salary on a before-tax and after-tax basis to pay for eligible commuting and parking expenses incurred after the date of your enrollment. The contribution amount you elect is a monthly amount that will be equally divided based on the number of pay periods in the month. Your election will automatically renew from month to month.
unless you make a change or elect a one-time contribution. In most instances, if
the cost of your commuter pass/ticket increases, your payroll deductions will
automatically increase to cover the cost.

**MetroNorth Railroad and Long Island Railroad (LIRR)**

If you live in the Metropolitan New York area and you commute to work using
either MetroNorth Railroad or the Long Island Railroad, setting up your
Transportation Spending Accounts is a two-step process:

1. You must first set up a Mail & Ride Account through the www.mta.info website.
When you get to the home page, select either "MetroNorth Railroad" or “Long
Island Railroad” and select “Travel” then “Mail and Ride.” You should also
indicate whether you want to pay by credit card or check (to be used for any
costs above your before-tax payroll deductions).

2. Once you have set up your Mail & Ride account, you can then set up your
before-tax election by logging onto the Transportation Spending Accounts Web
Center (see access information on page 33 under “How to Enroll”). You can elect
an amount up to the before-tax legal monthly limit ($130) or the full amount of
your commuting cost. Your deductions will then be forwarded directly to the
agency to pay for your ticket.

If your payroll deductions do not cover the full cost of your transit election, then
the agency will either charge your credit card or request payment by check
depending on the payment option you selected with the Metropolitan
Transportation Authority (MTA).

Please remember if you need to change your ticket (such as a home address
change, origination station or destination station change), you must contact either
MetroNorth or the Long Island Railroad. If the change you make results in a
change in fare, you can enter the new amount on the Transportation Spending
Account Web Center or contact the Transportation Spending Accounts Call
Center (see “How to Enroll” on page 33 for contact information).

In the event you no longer commute using MetroNorth or LIRR, you must:

- Cancel your commuter pass directly with MetroNorth or the LIRR; and
- Contact WageWorks to discontinue your contributions.

This must be done by the first of the month preceding the month you wish the
change to take effect.

**Commuter Card**

If your commuting pattern varies, the Transit Account offers the convenience of a
commuter card for your transit expenses. With the commuter card, you may
purchase eligible transportation fare media and use the card to pay the expense.
You may use the commuter card in a location where the associated transit
agency accepts a debit and/or credit card. **Please Note:** The commuter card is
intended for use each month. If WageWorks determines that the outstanding
balance exceeds a certain threshold, contributions to that account will be
suspended until the balance on your card is below that threshold.
When Participation Begins

If you choose to contribute, your contributions will begin to be deducted from your pay based on your election period as shown in the chart below:

Schedule of Monthly Enrollment Dates

<table>
<thead>
<tr>
<th>Election Periods:</th>
<th>Payroll Deductions Taken:</th>
<th>For Expenses Incurred In:</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 2 - February 1</td>
<td>February</td>
<td>March</td>
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<tr>
<td>February 2 - March 1</td>
<td>March</td>
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<tr>
<td>December 2 - January 1</td>
<td>January</td>
<td>February</td>
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</tbody>
</table>

Please Note: You must have a valid U.S. state and zip code for your home address on file with JPMorgan Chase to be able to participate in the Transportation Spending Accounts.

Temporary Cash Flow Effects When You First Enroll

The Transportation Spending Accounts allow you the convenience of pre-electing your eligible monthly commuter pass/ticket/voucher and/or parking expenses for the coming month. As a result, your payroll deductions for a given month will be used to fund eligible commuting expenses for the following month. Because of this, you should be aware of certain short-term effects on your personal financial situation when you first enroll in the program.

For example, if you elect to participate for the month of June, you may need to pay out-of-pocket for May commuting expenses, in addition to having payroll deductions taken in May for your pre-elected June commuting expenses. For instance, if your monthly train ticket costs $125 and you enroll by May 1, during the month of May you’ll have payroll deductions of $125 taken on a before-tax basis. These deductions will be used to pay for your June ticket. You’ll need to purchase your May ticket separately.

This is a temporary situation that you will experience only during your initial month’s participation in the Transportation Spending Accounts. Please plan accordingly.
Changing Your Contributions

You can change your contribution amounts during the year, subject to the monthly limits.

You must change your contribution amount by the first of each month so that deductions can begin and be used to purchase a pass or parking for the following month. However, in the event your circumstances change, you cannot be reimbursed for periods during which you are not commuting.

Unused Before-Tax Dollars from the Transportation Spending Accounts

The Transportation Spending Accounts, under section 132 of the Internal Revenue regulations, allow qualified transportation expenses to be excluded from an employee’s gross income. Under these regulations, before-tax contributions are non-refundable to the employee under any circumstances, including termination of employment, retirement, or death.

Under the “Pay Me Back” option, you have 180 days following the end of the benefit month to file claims for reimbursement. After the claims filing deadline, the unclaimed balance will be applied toward future payroll deductions. The month in which a claim is reimbursed under this option depends on the day of the month on which the claim is submitted. This determination is made following the same election period schedule as that which determines when payroll deductions are taken as outlined under “Schedule of Monthly Enrollment Dates” on page 35. For example, a claim filed from September 2 - October 1 would be reimbursed in October, while a claim filed from October 2 - November 1 would be reimbursed in November.

Eligible Expenses

The specific expenses listed below are currently considered by the Internal Revenue Service (IRS) to be eligible commuting expenses. Please Note: This list is subject to change at any time based upon IRS guidance.

Eligible Transit Account Expenses

• Transit Passes. Your cost for any pass, token, fare card, voucher, or similar item that entitles you to transportation on mass transit facilities to and from work.

• Vanpooling. Your cost for transportation provided to you between your home and work by a person in the business of transporting people for compensation, in a commuter vehicle that seats six or more adults (excluding the driver).

Eligible Parking Account Expenses

• Your cost of parking provided to you at or near your JPMorgan Chase work location; or

• Your cost of parking at or near a location from which you commute between your home and work by vanpooling, carpooling, or mass transit. (This does not include parking at or near your home, for example, in an apartment building’s parking garage.)
In calculating the cost of your monthly expenses, you should take into account any discounts that you receive. If you fail to do so, you may be in receipt of taxable income.

**Expenses Not Eligible**

The following expenses do not qualify as eligible expenses under the Transportation Spending Accounts. This list may change at any time.

**Ineligible Transit Account Expenses**

- Car and/or vanpooling expenses with seating for fewer than six passengers (excluding the driver);
- Taxicab fares;
- Gasoline or mileage expenses;
- Valet;
- Highway, bridge, or tunnel tolls;
- Non-work-related transportation;
- Reimbursed expenses incurred for business travel, such as traveling from the office to a business or client meeting, or traveling from one job to another;
- Transit expenses incurred by other household members; and
- Parking expenses. (These are covered under the Parking Account.)

**Ineligible Parking Account Expenses**

- Non-work-related parking;
- Parking paid for by JPMorgan Chase;
- Parking costs incurred at a temporary work location (one year or less);
- Parking at or near an employee’s residence;
- Parking expenses incurred by other household members;
- Valet; and
- Transit expenses. (These are covered under the Transit Account.)
**When Participation Ends**

In general, your participation under the Transportation Spending Accounts will end on the day that:

- You stop making required contributions;
- Your employment with JPMorgan Chase is terminated for any reason;
- You no longer meet eligibility requirements;
- The Transportation Spending Accounts are discontinued for any reason;
- You choose to discontinue your enrollment in the Transportation Spending Accounts (see “Schedule of Monthly Enrollment Dates” on page 35 for when payroll deductions will end);
- You begin receiving benefits under the JPMorgan Chase Long-Term Disability Plan or;
- You go on a leave of absence.

You will have 90 days following your termination date from JPMorgan Chase in which to use any remaining before-tax balances that remain on your commuter card, otherwise, these funds will be forfeited.

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**Important Note**

The Transportation Spending Accounts Web Center is available to you as an active employee. Once your employment ends, you should contact the Transportation Spending Accounts Call Center for more information. If you receive a severance notice, please contact the Transportation Spending Accounts Call Center as soon as possible so that your participation in the account and your related deductions may be discontinued.
Receiving Reimbursement from the Spending Accounts

Health Care Spending Account

The claim processing method for your Health Care Spending Account differs by the type of expense and your Medical Reimbursement Account payment method under the Medical Plan, as described in the following sections.

Please be mindful of the claim filing deadline: you have until March 31 of the year following the plan year (January 1 - December 31) to submit claims for the Health Care Spending Account incurred during the plan year. If you are submitting your claim by mail, the postmark date must be no later than March 31.

Medical Expenses: If You Are Enrolled in the JPMorgan Chase Medical Plan

If you are enrolled in the JPMorgan Chase Medical Plan, the funds in your Medical Reimbursement Account (MRA) will be used to pay for eligible out-of-pocket medical and prescription drug expenses before your Health Care Spending Account funds are used. The claim processing method that applies to your MRA (i.e. Automatic Claim Payment or Debit Card) will apply to your Health Care Spending Account for Medical Plan expenses.

Using Automatic Claim Payment for Medical Plan Expenses

If you elected or were assigned Automatic Claim Payment for your MRA, that method will also apply to your Health Care Spending Account. With Automatic Claim Payment, you do not have to submit a paper claim form to be reimbursed from your Health Care Spending Account for medical expenses.

- **In-network providers** will generally submit your Medical Plan claim electronically to your health care company; you will not be asked to pay at the point of service. Your health care company will pay your provider for the plan’s share of the expense and will make payment to your provider for your share of the expense first from your MRA and then from your Health Care Spending Account. If your MRA and Health Care Spending Account have been depleted, your provider will bill you for the remaining balance.

- **In the case of an out-of-network provider**, you should ask if they will submit the claim for you. If they agree to do so, your claim will be processed as with an in-network provider. If you are required to pay in full at the point of service, you would need to file a Medical Claim Form (see “Filing a Paper Claim for Reimbursement” on page 43) to be reimbursed for the Medical Plan’s share of the expense. In addition to processing the claim to determine the amount the Medical Plan should have paid, your health care company will determine what amount can be reimbursed to you from your MRA and/or Health Care Spending Account. Your health care company will make payment first from your MRA and then from your Health Care Spending Account.
• **When you fill a prescription** at a network pharmacy or use Maintenance Choice® (including mail order), your claim will be submitted to Caremark. After Caremark pays its share of the cost, your health care company will pay your share of the expense first from your MRA and then from your Health Care Spending Account. If your MRA and Health Care Spending Account do not have enough money to cover your share of the cost, you will need to pay the amount you owe out-of-pocket.

If you purchase your prescription drugs through a non-network pharmacy or do not show your Caremark ID card at network pharmacy, you will have to pay for the prescription drug and then file a Caremark Claim Form to be reimbursed for the amount owed by the plan. After you receive your EOB you can submit the **MRA and/or HCRA Claim Form** to request reimbursement for your share of the expense from your MRA and/or Health Care Spending Account. (See “Filing a Paper Claim for Reimbursement” on page 43).

**Using the Debit Card for Medical Plan Expenses**

If you elected the Debit Card for your MRA, that method will also apply to your Health Care Spending Account. When you receive a service you have a choice whether to pay the expense out-of-pocket or with your debit card.

• **In-network providers** will submit a claim to your health care company, which will pay your provider for the Medical Plan’s share of the expense. Your doctor will bill you for your share. You can then decide whether to use your debit card to pay your bill or pay out-of-pocket.

If you use your debit card to pay your share of the expense, you would give your provider your debit card number and the card would use funds first from your MRA and then from your Health Care Spending Account to pay the provider. You should keep your receipt in case you are asked to substantiate your expense; see “Debit Card General Information” on page 42.

If you pay out-of-pocket, you may request reimbursement from your MRA and Health Care Spending Account by submitting the **MRA and/or HCRA Claim Form** (see “Filing a Paper Claim for Reimbursement” on page 43).

• **When you visit an out-of-network provider**, you should show the provider your Medical Plan ID card and ask if they will submit the claim for you. If they agree to do so, your claim will be processed as described above for in-network providers (your health care company will pay your provider for the Medical Plan’s share of the expense and your doctor will bill you for your share). You can then decide whether to use your debit card to pay your bill or pay out-of-pocket. If you wish to use your debit card and if the provider will accept your debit card as payment, your claim will be processed in the same way as with an in-network provider – the card would use funds first from your MRA and then from your Health Care Spending Account to pay the provider. You should keep your receipts in case you are asked to substantiate your expense; see “Debit Card General Information” on page 42.

If an out-of-network provider will not accept your debit card, you will need to pay the full expense out-of-pocket and file a **Medical Claim Form** to be reimbursed for the Medical Plan’s share of the expense. You can then request reimbursement from your MRA and Health Care Spending Account for your share of the expense by submitting the **MRA and/or HCRA Claim Form** (see “Filing a Paper Claim for Reimbursement” on page 43).
- **When you fill a prescription** at a network retail pharmacy or use Maintenance Choice® (including mail order), your claim will be submitted to Caremark. After Caremark pays its share of the cost, you can decide whether to use your debit card to pay your share of the cost or pay out-of-pocket at the pharmacy. If you use your debit card, the card will use funds first from your MRA and then from your Health Care Spending Account. If you pay out-of-pocket, you can submit the MRA and/or HCSA Claim Form to request reimbursement for your share of the expense from your MRA and Health Care Spending Account (see “Filing a Paper Claim for Reimbursement” on page 43). You should keep your receipt in case you are asked to substantiate your expense; see “Debit Card General Information” on page 42.

If you purchase your prescription drugs through a non-network pharmacy or do not show your Caremark ID card at a network pharmacy, you will have to pay for the prescription drug and then file a Caremark Claim Form to be reimbursed. After you receive your EOB you can submit the MRA and/or HCSA Claim Form to request reimbursement for your share of the expense from your MRA and Health Care Spending Account. (See “Filing a Paper Claim for Reimbursement” on page 43).

**Medical Expenses: If You Do Not Participate in the JPMorgan Chase Medical Plan**

You will automatically receive a debit card for your Health Care Spending Account if you do not participate in the JPMorgan Chase Medical Plan. This card maintains your Health Care Spending Account balance and can be used to pay for eligible expenses at the point of purchase. By using the card, you minimize the need to file claims and wait for reimbursement.

At the point of service, you may use your debit card to pay the provider directly, or you may pay out-of-pocket and then submit the Health Care FSA Claim Form to request reimbursement from your Health Care Spending Account (see “Filing a Paper Claim for Reimbursement” on page 43). You should keep your receipt in case you are asked to substantiate your expense; see “Debit Card General Information” on page 42.

**Dental and/or Vision Expenses**

*If You Have Automatic Claim Payment (from the JPMorgan Chase Medical Plan)*

The Automatic Claim Payment method that is available to JPMorgan Chase Medical Plan participants cannot be used with dental/vision expenses. If you elected or were assigned Automatic Claim Payment, you will need to pay your provider out-of-pocket for dental/vision expenses that are not covered by any dental/vision plan you have elected. You can then submit the MRA and/or HCSA Claim Form to request reimbursement from your Health Care Spending Account. See “Filing a Paper Claim for Reimbursement” on page 42 for more information.
If You Have the Debit Card

You can use your debit card to pay at the point of service for a dental/vision expense or you can pay out-of-pocket. If you pay out-of-pocket, you can then submit the MRA and/or HCSA Claim Form (if you are enrolled in the Medical Plan) or the Health Care FSA Claim Form (if you are not enrolled in the Medical Plan) to receive reimbursement from your Health Care Spending Account. You should keep your receipt in case you are asked to substantiate your expense; see “Debit Card General Information” on page 42.

Debit Card General Information

Debit card transactions will be processed at valid vendors only. Some examples of valid vendors are doctors’ offices, pharmacies, hospitals, and laboratories. Please Note: Not all providers accept the debit card as a form of payment. In those instances, you will need to pay out-of-pocket and then submit MRA and/or HCSA Claim Form (if you are enrolled in the Medical Plan) or the Health Care FSA Claim Form (if you are not enrolled in the Medical Plan) to request reimbursement (see “Filing a Paper Claim for Reimbursement” on page 43).

When the vendor processes your transaction, the funds will be transferred from your Health Care Spending Account directly to the vendor. Although the card functions like a debit card, you should always choose the “credit card” option if asked what type of card it is.

The IRS requires proof of qualified purchases made with a spending account card. Your debit card transactions will be automatically substantiated when the card is used at businesses that utilize IRS “Inventory Information Approval System (IIAS) swipe technology” to identify and substantiate eligible health care expenses as per Section 213(d) of the Internal Revenue Code. The IIAS technology allows you to use your debit card to pay for eligible expenses without having to provide additional documentation, as transactions are verified at the point of sale. In addition, IIAS compatibility allows you to use your debit card to pay for both ineligible expenses and eligible health care expenses in the same transaction (eligible health care expenses are approved for payment via the debit card and remaining ineligible expenses may be paid using another form of payment). When you use your card at participating retailers, eligible health care expenses will be identified and noted on your receipt. You will generally not have to submit receipts for reimbursement if your purchases are made at a participating retailer. You can see a full list of participating IIAS-compliant retailers at: http://www.sig-is.org.

If you go to a retailer that is not IIAS-compliant you can still purchase eligible health care expenses with your debit card. You should save your receipts, as you will be asked to substantiate the expense.

Even if you use your debit card at a vendor that utilizes IIAS, it is still recommended that you keep your itemized receipts as part of your tax records. If you are required to provide proof of a qualified purchase, you will receive a request for substantiation. Failure to provide the required substantiation will result in the temporary deactivation of your Health Care Spending Account debit card, and you will be required to repay the amount of the unsubstantiated/ineligible expense before the card is reactivated.

Federal tax law requires that unsubstantiated claims be offset against subsequent substantiated claims. If you remain indebted after these steps, JPMorgan Chase will be required to treat the overpayment as it would any other indebtedness owed to the Company. Your case will be referred to an internal JPMorgan Chase Fraud Recovery unit that will follow their procedures to bring your case to closure.
Child/Elder Care Spending Account

When you incur an eligible expense under the Child/Elder Care Spending Account, you must pay out-of-pocket for the expense and file the Child/Elder Care FSA Claim Form to receive reimbursement from your Child/Elder Care Spending Account. See “Filing a Paper Claim for Reimbursement” on page 43 for more information.

Please be mindful of the claim filing deadline: you have until March 31 of the year following the plan year to submit eligible claims for the Child/Elder Care Spending Account incurred during the plan year (January 1 - December 31). If you are submitting your claim by mail, the postmark date must be no later than March 31.

Filing a Paper Claim for Reimbursement from the Health Care and Child/Elder Care Spending Accounts

You can download and print the claim forms needed to request reimbursement from your Spending Accounts. To obtain Health Care and/or Child/Elder Care Spending Account claim forms, visit the Health Care and/or Child/Elder Care Spending Accounts Web Center via My Health. Medical Plan, MRA, HCSA, and Caremark (prescription) claim forms are available at My Health > Benefits, Health & Wellness Resources > Claim forms.

Please Note: The Child/Elder Care Spending Account requires that your receipt include the care provider's name, address, and taxpayer identification number (or Social Security number). Without this information, the care usually won't qualify as an eligible Child/Elder Care Spending Account expense.

Send your completed claim form and supporting receipts to the appropriate address or fax number:

<table>
<thead>
<tr>
<th>Claim Form</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medical Claim Form (Cigna)</td>
<td>Cigna</td>
</tr>
<tr>
<td></td>
<td>P.O. Box 182223</td>
</tr>
<tr>
<td></td>
<td>Chattanooga, TN 37422-7223</td>
</tr>
<tr>
<td></td>
<td>Customer Service: 800-790-3086</td>
</tr>
<tr>
<td>Medical Claim Form (UnitedHealthcare)</td>
<td>United Healthcare</td>
</tr>
<tr>
<td></td>
<td>P.O. Box 740800</td>
</tr>
<tr>
<td></td>
<td>Atlanta, GA 30374-0800</td>
</tr>
<tr>
<td></td>
<td>Customer Service: 800-272-8970</td>
</tr>
<tr>
<td>Caremark Claim Form</td>
<td>Caremark Claims Department</td>
</tr>
<tr>
<td></td>
<td>P.O. Box 52196</td>
</tr>
<tr>
<td></td>
<td>Phoenix, AZ 85072-2196</td>
</tr>
<tr>
<td></td>
<td>Member Services: 866-209-6093</td>
</tr>
<tr>
<td>MRA and/or HCSA Claim Form (Cigna)</td>
<td>Cigna</td>
</tr>
<tr>
<td></td>
<td>P.O. Box 182223</td>
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<tr>
<td></td>
<td>Chattanooga, TN 37422-7223</td>
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<tr>
<td></td>
<td>Fax: 1-423-553-8953</td>
</tr>
</tbody>
</table>

Note: You can also submit your Cigna MRA and/or HCSA Claim Form online at the myCigna website. Go to: myCigna > Manage My Claims &
You must submit claims incurred during the plan year (January 1 - December 31) by the claim filing deadline, March 31 of the year following the plan year. If you are submitting your claim by mail, the postmark date must be no later than March 31.

**Transportation Spending Accounts**

In most cases, you do not need to file a claim to be reimbursed for transit expenses. Your payroll deductions under the Transportation Spending Accounts are deducted from your account each pay period and used to pay for your eligible monthly commuter pass/ticket and/or parking expenses. You order your commuter passes/tickets and/or authorize payment directly to your parking facility at the time of your enrollment. Generally, there is no reimbursement feature under the Transit Account.

**Filing a Claim for Parking Expense Reimbursement (“Pay Me Back” Option)**

If your eligible monthly parking expenses are unpredictable, you may be eligible to receive reimbursement for your before-tax expenses by enrolling in the "Pay Me Back" option. With this option, you will need to pre-elect the estimated amount of your expenses for the upcoming month, pay for your expenses, and then submit a claim for reimbursement.

You have 180 days following the end of any particular benefit month you participated in the program to file claims for reimbursement from your “Pay Me Back” account; otherwise, it will be applied as a credit toward future payroll deductions.

There are two ways you can submit a claim for reimbursement for eligible Parking Account expenses:

- Print out and complete a claim form from the Transportation Spending Accounts Web Center via My Rewards. Then fax the form with any parking receipts to the Transportation Spending Accounts Call Center at 1-877-353-9236, or mail the form to the address printed on the form. You can also have a claim form faxed or mailed to you by contacting the Transportation Spending Accounts Call Center at 1-877-924-3967.

- If your parking provider does not provide receipts (for example, a parking meter) you can submit the claim online without any receipts. Visit the Transportation Spending Accounts Web Center via My Rewards, click the “Pay Me Back” account link and then click “File Online Claim” for the month you want to submit your claim.
You can check the claim filing deadline for each month by visiting the Transportation Spending Accounts Web Center via My Rewards and clicking the “Account Activity” page for your account. If you have a balance remaining after the claim filing deadline, it will be applied towards future payroll deductions.

Please Note: Payroll deductions for the “Pay Me Back” option are limited to the before-tax legal limits. Reimbursements for “Pay Me Back” are made through direct deposit or check on a monthly basis.

Receiving Your Reimbursement

Health Care and Child/Elder Care paper claims are processed on a timely basis and are paid either through direct deposit or check. Reimbursements for the “Pay Me Back” option for the Transit Account and Parking Account are made through direct deposit or check on a monthly basis by WageWorks.

Appealing Claims

If a claim under any of the Spending Accounts is denied, either in whole or in part, you can appeal the denial by following the appropriate procedures described in the Plan Administration section of this Guide.
Additional Plan Information

If you are enrolled in the JPMorgan Chase Medical Plan, Cigna or UnitedHealthcare (depending on which carrier you elected for your Medical Plan coverage) is your primary contact for all matters relating to the administration of the Health Care Spending Account. If you are not enrolled in the JPMorgan Chase Medical Plan, ADP is your primary contact for all matters relating to the administration of the Health Care Spending Account.

Your primary contact for all matters relating to the administration of the Child/Elder Care Spending Account is ADP.

Your primary contact for all matters relating to the administration of the Transportation Spending Accounts is WageWorks.

Your benefits as a participant in the Health Care Spending Account, Child/Elder Care Spending Account, and Transportation Spending Accounts are provided under the terms of this document. Please Note: No person or group, other than the Plan Administrator for the JPMorgan Chase Benefits Program, has any authority to interpret the Health Care Spending Account, Child/Elder Care Spending Account, or Transportation Spending Accounts (or official plan documents) or to make any promises to you about them. The Plan Administrator for the JPMorgan Chase Benefits Program has complete authority in his or her sole and absolute discretion to construe and interpret the terms of the Health Care Spending Account, Child/Elder Care Spending Account, and Transportation Spending Accounts, including the eligibility to participate. All decisions of the Plan Administrator for the JPMorgan Chase Benefits Program are final and binding upon all affected parties.

HIPAA Privacy Rights and Protected Health Information

JPMorgan Chase is committed to maintaining the highest level of privacy and discretion regarding your personal compensation and benefits information. However, federal legislation under the Health Insurance Portability and Accountability Act (HIPAA) legally requires employers — like JPMorgan Chase — to specifically communicate how certain “protected health information” under employee health care plans may be used and disclosed, as well as how plan participants can get access to their protected health information.

JPMorgan Chase may only use and disclose protected health information received from the Health Care Spending Account claims administrators in ways that are permitted by, required by, and consistent with HIPAA privacy regulations.

For details about HIPAA privacy regulations and your rights with regard to this information, please see “HIPAA Privacy Rights and Protected Health Information” in the Medical Plan section of this Guide.
If Your Situation Changes

The following chart summarizes how your JPMorgan Chase Spending Accounts participation may be affected in certain situations — for example, if you have a qualified change in status.

<table>
<thead>
<tr>
<th>If Your Work Status Changes</th>
<th>Your contributions to the Health Care Spending Account end at the end of the month in which your work status changes and you are then scheduled to work fewer than 20 hours per week. In this case, you may continue to make contributions to the Health Care Spending Account on an after-tax basis under the Consolidated Omnibus Budget Reconciliation Action of 1985 as amended (COBRA). (Please see the Plan Administration section of this Guide for more information on COBRA continuation coverage.) Your contributions to the Child/Elder Care and Transportation Spending Accounts end on the date your work status changes and you are then scheduled to work fewer than 20 hours per week.</th>
</tr>
</thead>
<tbody>
<tr>
<td>If You Go on Disability Leave; Long-Term Disability; or Paid or Unpaid Leave</td>
<td>If you are on disability leave, long-term disability (LTD), or a paid or unpaid leave of absence, your participation in the Spending Accounts is affected as follows: <strong>Health Care Spending Account.</strong> For the approved period of your paid disability leave, you'll remain eligible to participate in this account. JPMorgan Chase will deduct any required contributions from the pay you receive during this period on a before-tax basis. If you are on an unpaid disability or leave of absence or begin receiving benefits under the JPMorgan Chase LTD Plan, you may continue to make contributions to the Health Care Spending Account on an after-tax basis. <strong>Child/Elder Care Spending Account.</strong> Your participation in the Child/Elder Care Spending Account is suspended during a period of paid or unpaid disability leave (except if you are on a paid military leave, in which case you can continue your participation in the Child/Elder Care Spending Account). If you are on an unpaid leave of absence, or if you begin receiving benefits under the JPMorgan Chase LTD Plan, you may not make contributions. You may use your account balance only for eligible expenses incurred prior to the date of your approval to receive LTD benefits, (or the date your unpaid leave commences) and filed by March 31 of the following year. <strong>Transportation Spending Account.</strong> If you go on disability leave, long-term disability, or on a leave of absence, you must disenroll and any unused credits in your account(s) at the time of your status change will be forfeited. If you know you will be going on a leave, you should change your contribution amount to zero approximately one month before your leave begins in order to avoid forfeiting any contributions (see “Changing Your Contributions” on page 36). Expenses incurred after your leave commences will not be eligible for reimbursement or payment from your account. If you wish to continue participation after you return to active service, you must re-enroll. However if you participated in the “Pay Me Back” option, you have 180 days following the end of any particular benefit month you participated in the program to file claims for reimbursement from your “Pay Me Back” account.</td>
</tr>
</tbody>
</table>
**When You Return to Work Following a Disability Leave; Long-Term Disability; or Paid or Unpaid Leave**

**Health Care Spending Account.** If you return to work in the same plan year in which your leave began, deductions of required before-tax contributions from your pay will automatically continue. If you return to work from a paid disability leave in a different plan year than the one in which your leave began, deductions of required before-tax contributions from your pay will automatically continue, if you elected coverage at Annual Enrollment. If you return from an unpaid disability leave or unpaid leave of absence in a different plan year than the one in which your leave began, or if you return to work from a leave in which you were receiving benefits under the JPMorgan Chase Long-Term Disability Plan, you may enroll in the Health Care Spending Account when you return from leave.

**Child/Elder Care Spending Account.** If you return to work from a disability leave in the same plan year in which your disability leave began, deductions of required before-tax contributions from your pay will automatically continue. If you return to work from a paid or unpaid disability leave or other leave of absence in a different plan year than the one in which your leave began, or if you return to work from a leave in which you were receiving benefits under the JPMorgan Chase Long-Term Disability Plan, you may enroll in the Child/Elder Care Spending Account when you return from your leave.

**Transportation Spending Account.** If you return to work from a leave, you may enroll in this account when you return to work. The effective date of your participation depends on the date of your enrollment. Please see “When Participation Begins” on page 12 for more information.

**If You Leave or Retire from JPMorgan Chase**

If your employment with JPMorgan Chase terminates, your participation in the Spending Accounts is affected as follows:

- **Health Care Spending Account.** If you are participating in the Health Care Spending Account when your employment with JPMorgan Chase ends, you will be covered for eligible expenses incurred in the plan year up to the end of the month in which you terminate. You then have until March 31 of the year following your termination from JPMorgan Chase to submit claims for any eligible expenses incurred the previous year up to the end of the month in which you terminate. Complete documentation (bills, statements, etc.) verifying your expenses and the dates they were incurred must accompany your claim form. Expenses incurred after the end of the month in which you leave JPMorgan Chase cannot be reimbursed by the JPMorgan Chase Health Care Spending Account unless you choose to continue your Health Care Spending Account participation under COBRA. By electing continuation coverage under COBRA, you may continue your Health Care Spending Account participation through any month up until the end of the year in which your employment ends, if you make after-tax contributions to the account. (Please see the Plan Administration section of this Guide for more information on COBRA continuation coverage.) Once your employment terminates, both Automatic Claim Payment and the Health Care Spending Account Debit Card will be deactivated and you must file paper claim forms if you elect COBRA coverage.

- **Child/Elder Care Spending Account.** If you have a balance remaining in the Child/Elder Care Spending Account when you leave, you may continue to submit claims against the balance in the account for eligible expenses incurred in the plan year up to your termination date. You then have until March 31 of the year following your termination from JPMorgan Chase to submit claims for any eligible expenses incurred the previous year up to your termination date. Complete documentation verifying your child/elder care expenses and the dates they were incurred must accompany your claim form. You may not continue to make contributions to the Child/Elder Care Spending Account after your termination. For more information, please visit the Benefits Web Center via My Rewards or contact the Benefits Call Center.

- **Transportation Spending Accounts.** If you have a balance remaining in the “Pay Me Back” option of the Parking Account when you leave, you may continue to submit claims against the balance in your account(s) for up to 180 days following the end of the benefit month (e.g., expenses incurred in January must be claimed...
by July); otherwise, your Parking Account balance will be forfeited. You may not continue to make contributions to the Transportation Spending Accounts after your termination. If you are planning to retire or leave the company, you should change your contribution amount to zero approximately one month before your departure in order to avoid forfeiting any contributions (see “Changing Your Contributions” on page 36). For more information, please visit the Transportation Spending Accounts Web Center via My Rewards or via the Internet at www.wageworks.com. Or, you can contact the Transportation Spending Accounts Call Center.

The Transportation Spending Accounts, under Section 132 of the Internal Revenue regulations, allow qualified transportation expenses to be excluded from an employee’s gross income. Under these regulations, before-tax contributions are non-refundable to the employee under any circumstances including termination of employment or retirement.
Right to Amend

JPMorgan Chase reserves the right to amend, modify (including cost of participation), reduce or curtail benefits under, or terminate the Health Care Spending Account, Child/Elder Care Spending Account, and Transportation Spending Accounts at any time for any reason by act of the Benefits Executive, other authorized officers, or the Board of Directors. In addition, the Spending Accounts do not represent a vested benefit.

JPMorgan Chase also reserves the right to amend any of the plans and policies, to change the method of providing benefits, to curtail or reduce future benefits, or to terminate at any time for any reason any or all of the plans and policies described in this Guide. Neither this Guide nor the benefits described in this Guide create a contract of employment nor a guarantee of employment between JPMorgan Chase and any employee.

If you have any questions about the Health Care or Child/Elder Care Spending Account, contact the Benefits Call Center.

If you have any questions about the Transportation Spending Accounts, contact the Transportation Spending Accounts Call Center.