



C O S T - P L U S R E I M B U R S E M E N T



EMPLOYEE INFORMATION

Company Name _____ Firm # _____

Employee's Name _____ Certificate # _____

Address _____ Daytime Phone # (_____) _____

City _____ Province _____ Postal Code _____



CALCULATION

	EXPENSES (please attach copies of your receipts)	TOTALS						
A	<table border="0" style="width: 100%;"> <tr> <td style="text-align: center;">Dental</td> <td style="text-align: center;">Health</td> <td></td> </tr> <tr> <td style="text-align: center;">\$ _____</td> <td style="text-align: center;">\$ _____</td> <td style="text-align: center;">=</td> </tr> </table>	Dental	Health		\$ _____	\$ _____	=	A \$ _____
Dental	Health							
\$ _____	\$ _____	=						
ADMINISTRATION FEE								
Does your firm have Chamber Plan coverage for the type of expense you are claiming?								
	Dental	Health						
B	YES: \$ _____ <small>5% of Dental Expense</small>	\$ _____ <small>5% of Health Expense</small>						
	+	= \$ _____ <small>Maximum \$125</small>						
		+ } B \$ _____						
	NO: \$ _____ <small>12% of Dental Expense</small>	\$ _____ <small>12% of Health Expense</small>						
	+	= \$ _____ <small>No Maximum</small>						
C	SUBTOTAL (A + B)	C \$ _____						
PROVINCIAL PREMIUM TAX								
D	Ontario residents (C) \$ _____ x 2% Quebec residents (C) \$ _____ x 2,35% Newfoundland residents (C) \$ _____ x 4%	= D \$ _____						
E	SUBTOTAL (C + D)	E \$ _____						
PROVINCIAL RETAIL SALES TAX								
F	Ontario residents (E) \$ _____ x 8% Quebec residents (E) \$ _____ x 9%	= F \$ _____						
G	GST (#102701331) Administration Fee (B) \$ _____ Provincial Premium Tax + (D) \$ _____ = \$ _____ x 6%	= G \$ _____						
TOTAL AMOUNT PAYABLE (E + F + G)		\$ _____						

Please Pay: the Service Provider the Employee

Mail this completed form, along with the **appropriate receipts** and a **cheque** for the total amount payable to:

CHAMBERS OF COMMERCE GROUP INSURANCE PLAN
582 King Edward Street, Winnipeg, Manitoba R3H 0P1

Chambers of Commerce Group Insurance Plan makes no representations or warranties with respect to, and shall not be liable or responsible in any way for, the tax or other consequences to any person of any contributions made or benefits received under this benefit plan. By making contributions to, receiving benefits under or otherwise participating in this benefit plan, all such persons acknowledge and agree with these conditions. If you have any concerns, please consult your tax advisor.

Please read the other side carefully.

PUT COST-PLUS TO WORK FOR YOU AND YOUR COMPANY

- Cover items outside your current group insurance plan
 - Save tax dollars for you *and* your company
 - Take advantage of non-taxable employee benefits
- Deduct Cost-Plus charges just like group insurance premiums



WHAT IS COST-PLUS?

Cost-Plus is a proven, tax-effective means of covering Health, Dental and Vision Care items not eligible under your Group Insurance Plan. Some of the most common uses include amounts over any limits in your current group plan, and specific treatments such as orthodontic dental work. The program covers all supplies and services considered eligible medical expenses under the Canadian Income Tax Act.

For the business, Cost-Plus charges are treated like group insurance premium, as an eligible business expense. Cost-Plus benefits are **not taxable** in the hands of the individuals who receive them (except in Quebec where provincial taxes apply).



HOW DOES IT WORK?

Expenses not covered under your regular Extended Health or Dental Group Plan may be sent to the Plan Administrator with this Cost-Plus form along with a cheque for the amount of the claim plus a small administration fee and applicable taxes. Your firm writes off the entire amount as a tax-deductible employee benefit expense. The Plan pays the claim, sending a cheque to the employee or the service provider.

If your firm has an Extended Health benefit with the Chambers Plan, the administration fee charged is 5% of the claimed *health expense* up to a maximum of \$125 per claim. If your firm does not have an Extended Health benefit, the administration fee is 12% of the claimed health expense (no maximum).

If your firm has a Dental benefit with the Chambers Plan, the administration fee charged is 5% of the claimed *dental expense* up to a maximum of \$125 per claim. If your firm does not have a Dental benefit, the administration fee is 12% of the claimed dental expense (no maximum).



HOW IS COST-PLUS “TAX EFFECTIVE”?

Say an employee in the 50% marginal tax bracket has \$3,000 in orthodontic expenses. He or she would have to draw \$6,000 in wages from the business to pay the \$3,000 bill. Cost to the company: salary expense of \$6,000.

With Cost-Plus, the company issues a cheque for \$3,133.75 (slightly higher for Quebec, Ontario or Newfoundland), writing off that amount as an employee benefit deduction. Savings to the company and employee – \$2,866.25.

Cost-Plus, with its broader scope of “eligible expenses”, becomes an integral component of a complete extended health program.

Questions? Contact the Chambers of Commerce Plan Administrator toll free at 1-800-665-3365.



Chambers of Commerce
Group Insurance Plan®