

# COBRA ADMINISTRATION

*Our Complete COBRA Administration Services allows clients to stay focused on their business, confident that issues related to administration of their plan are being managed in accordance with the ever-changing Federal regulatory environment. Penalties are substantial (IRA claims that over 90% of all employers are out of compliance with COBRA regulations) and the active enforcement of regulations has been increased in recent years. We shift an employer's COBRA liability and the personal liability of their internal plan administrator to Polestar Benefits.*



***We GUARANTEE  
Your Protection!***

- Account setup
- Initial Notification Letters
- Qualifying Event Notifications
- Billing and Collection
- Per Notice Fee Schedule
- Coordination with Insurance Companies
- Online Access to:
  - Reports*
  - Events*
  - Group Information*



[www.polestarbenefits.com](http://www.polestarbenefits.com)

**polestarbenefitsinc**  
YOUR GUIDING LIGHT FOR INSURANCE & ADMINISTRATION