

Inspire employees to **understand, appreciate** and get the most out of their benefits

A **beautifully designed benefits guide** that's easy to navigate motivates employees (and spouses) to learn more about their benefits and make better-informed, money-saving decisions.

We offer **a wide variety of unique design styles and user-friendly layouts** that can be tailored to your brand guidelines and content.

Additional companion pieces like **flyers, USPS postcards, home mailers, posters, benefits-at-a glance brochures and more** can also be created in the same style as your guide.

You can also embed an **Employee Benefits AI Agent** to answer employee questions and free up HR and benefits teams.



[View Benefits Guide Templates](#)

[Learn More About Companion Pieces](#)

[Learn More About the AI Agent](#)

Required Materials

To get started, please provide:

- Your chosen style
- Your branding guidelines: logos (EPS, AI or 500-dpi PNG), colors, etc

Use QR Codes

Add QR codes to your printed pieces to drive employees to your benefits guide or microsite. We'll create the codes at no cost.

Printing and Mailing

Flimp can manage the printing and mailing of your benefits guide and other materials. Ask your account manager for a quote.

Guide-Customization Options

Premium – Most popular

\$5,000

Select a professionally designed template and we'll **customize it with your logo, colors and benefits details**. Interior content can be flowed from your existing guide or started using our professionally written best-practice language. Layout flexibility includes reordering and adding or removing pages for carrier extras or additional offerings. Includes eight rounds of edits.

Estimated timeline is three to six weeks.

Custom Design – Most flexible

\$7,500

Get **fully customized front and back covers** for your guide with your fonts, imagery or iconography. Includes professional design consultation, proofing, project management and unlimited rounds of edits.

Estimated timeline is six to eight weeks.

Additional Options

Add your own photos to Premium: \$500

Alternate version for different group: \$1,500

Embed an AI Agent: \$1,500

Custom writing services: \$1,000

Add interactive navigation to Premium: \$500

Spanish version: \$2,000

Other foreign language: \$2,500

Revisions and Renewals

Premium

Unlimited Edits: \$500 per guide

Provides unlimited rounds of revisions while the project is in **active production**. Ends when the client signs off and final files are delivered.

Standard Renewals: \$4,000

Includes up to six rounds of edits, use of **existing template** and standard content updates.

Rates-and-Dates Renewals: \$2,000

Covers updates **limited strictly to rates and dates only**. Any additional edits beyond that are billed at **\$300 per additional page touched**. Includes up to three rounds of edits and use of the **existing template**.

Custom Design

Renewals: \$5,000

Includes unlimited rounds of edits, use of **existing design** and standard content updates.

Revision Add-ons

Mid-year Edits: \$200 per guide

For a **single set of minor edits** after the project has been closed, update as needed with no cap on rounds.

Post-Distribution Edits: first two guides \$500 each, then \$250 each

Subscription option for **ongoing minor edits** throughout the year, typically monthly or bimonthly, update as needed with no cap on rounds.

Timelines

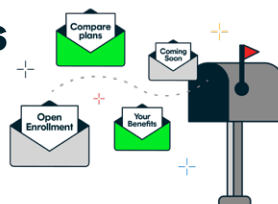
The timelines provided are **general estimates and may vary based on client or broker responsiveness, content organization and plan readiness**. Flimp makes every effort to meet client needs, but clients should plan according to these estimates.

Timelines exclude translations, printing and mailing. Alternate and foreign-language versions cannot begin until the primary version is complete and require additional time.

Printing and Mailing Services

Flimp can manage the printing and mailing of your guide and other materials to employees.

Contact your account manager for a quote.



Minor-Edit Guidelines

Minor edits are intended to maintain the accuracy of the existing guide and do not include redesigns, rewrites or renewal-related updates.

Included as Minor Edits:

- Correcting spelling, grammar or punctuation errors
- Updating contact information, phone numbers, websites, emails or mailing addresses
- Updating employee contributions or payroll deductions for existing plans
- Replacing logos or swapping approved images
- Updating hyperlinks or QR codes
- Correcting formatting, alignment, spacing or layout inconsistencies
- Updating vendor names when no benefit changes are required
- Revising existing copy for clarification without changing the meaning or intent of the content
- Correcting factual errors within existing content

Not Included as Minor Edits:

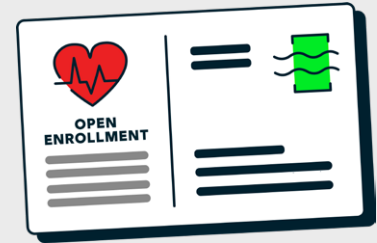
- Updating plan year or effective dates
- Adding, removing or modifying benefit plans
- Changing deductibles, copays, coinsurance, out-of-pocket maximums, eligibility rules or other plan-design details
- Adding sections or benefit categories
- Rewriting carrier descriptions, plan summaries, eligibility language or other substantive content
- Incorporating OE updates
- Reorganizing structure or navigation
- Significant design, branding or layout changes
- Adding or removing pages
- Updating to reflect new carriers, plan offerings or enrollment strategy
- Converting into a renewal version for a new plan year

Customized materials that promote benefits and drive awareness

Improve employee engagement and education during open enrollment with a variety of benefits companion pieces customized to your needs.

Fлимп offers a wide range of affordable print/mail educational pieces for employers that are branded and customized with **appealing styles, designs, foreign-language options, and user-friendly layouts.**

If you don't see what you're looking for, just ask your account manager. Chances are we can do it for you.



[View Styles and Examples](#)

Benefits Materials Customized for Your Employees

All pieces are available in your choice of 10 unique styles or custom design and include three rounds of edits.

Four-Page Pieces

Benefits-at-a-Glance Brochures and bi- or tri-fold Home Mailers

Summary of employer-provided benefits in a brochure or mailer with up to four pages

- Cost: \$2,500
- Est. timeline: two to three weeks
- Alternate: \$1,000
- Renewal: \$2,000
- Foreign language: Spanish \$1,000
- Other: \$1,250
- Custom: +\$500
- Add'l pages: \$300 each

20XX BENEFITS AT A GLANCE
(ABC Salaried Employees)
Benefits Effective January 1, 20XX - January 31, 20XX

Eligibility
You are eligible for coverage beginning the first of the month following the date if you are an active, full-time employee working at least 30 hours per week.

Medical Plan

Carrier Name: [Name]	Per month		
	PLAN 1	PLAN 2	PLAN 3
Employee Only			
Employee + Spouse			
Employee + Children			
Employee + Family			

NETWORK	OAP HMO/ PPO HSA NATIONAL	OAP PPO NATIONAL
Doctor Copay (PCP/Specialist)	Did + Coins	\$25/\$40
Deductible (Individual/Family)	\$1,500/\$3,000	\$700/\$1,500
Coinurance (Insurance/Member)	80%/20%	80%/20%
Out-of-Pocket Maximum (Ind/Fam)	\$3,000/\$6,000	\$2,400/\$7,200
OUT-OF-POCKET SERVICES		
Deductible (Individual/Family)	\$2,000/\$4,000	\$1,500/\$3,000
Coinurance (Insurance/Member)	60%/40%	60%/40%
Out-of-Pocket Maximum (Ind/Fam)	\$6,000/\$12,000	\$6,850/\$13,700
URGENT CARE SERVICES		
Urgent Care	Did + Coins	\$25 Copay
Emergency Room	Did + Coins	\$150 Copay
PHYSICIAN SERVICES		
Deductible	Combined w/ med	\$0
Retail (Generic/Brand/Non Formulary)	Did + Coins	\$15/\$35/\$60
Mail-Order (Generic/Brand/Non Formulary)	Did + Coins	\$30/\$70/\$120
Specialty	Did + Coins	90% up to \$100

BAAG Brochure

HEALTH SAVINGS ACCOUNT (HSA)

DENTAL PLAN

VISION PLAN

LIFE & DISABILITY

RETIREMENT PLAN

Home Mailer

20XX OPEN ENROLLMENT
OCTOBER XX - XX, 20XX

BENEFITS ENROLLMENT IS HERE!
OCTOBER XX - XX, 20XX

WHAT'S NEW FOR 20XX

YOUR ENROLLMENT CHECKLIST

- Visit [flimp.com/enroll](#) or call toll free at 877-668-7972, view our [open enrollment](#) page, and download.
- Visit [flimp.com/enroll](#) to view our [open enrollment](#) page, and download.
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QUESTIONS ON HOW TO ENROLL?

Call 877-668-7972, visit [flimp.com/enroll](#), or contact your account manager.

Click thumbnails to view in browser window



Single-Page Pieces

Flyers, Posters, Postcards, Rate Sheets and Table Tents

Poster



Rate Sheet

EMPLOYEE CONTRIBUTIONS	
Plan	Rate
Medical	\$100.00
Dental	\$50.00
Vision	\$25.00
Life Insurance	\$15.00
Accident Insurance	\$10.00
Disability Insurance	\$10.00
Health Savings Account	\$10.00
Flexible Spending Account	\$10.00
Health Reimbursement Account	\$10.00

Flyer



Postcard



Table Tent



Cost: \$1,000

Est timeline: 1 to 2 weeks

Alternate: \$500

Foreign lang: Spanish \$500

Other \$750

Custom: +\$500

Add'l pages: \$500 each

Required Materials

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Use QR Codes

Add QR codes to your printed pieces to drive employees to your microsite or benefits guide. We'll create the codes for you at no cost.

Final Delivery

We provide PDFs and print-ready artwork; there are additional charges for printing and mailing.

Review Process

Your project manager will set up a kickoff meeting to set expectations and review the process with you.

We'll use our review platform to provide drafts and capture edits from your team.

Wallet Cards, Email Banners, Digital Signage

Wallet Cards



Banner/Signage



Cost: \$500

Est timeline: 1 to 2 weeks

Alternate: \$500

Foreign lang: Spanish \$500

Other \$750

Custom: +\$500

Add'l frame: \$250 each

Presentation Template



Three slide layouts: title, section divider and content

Cost: \$500

Est timeline: 1 to 2 weeks

Alternate: \$500

Foreign lang: Spanish \$500

Other \$750

Full Presentation



Full slide deck

Cost: \$4,500

Est timeline: 2 to 4 weeks

Alternate: \$1,500

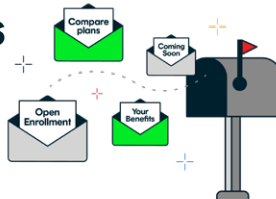
Foreign lang: Spanish \$2,000

Other \$2,500

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