



**RE: NEW HIRE - Voluntary Benefits**

Enclosed you will find a NEW HIRE package applicable to the State of New Hampshire's Voluntary Benefits. You can pay for these benefits through convenient payroll deductions.

As a New Hire of the State of New Hampshire you have a 30-day eligibility window in which to apply for voluntary benefits.

If you choose not to enroll during your New Hire eligibility window, your next opportunity to enroll will be during OPEN ENROLLMENT, held annually in the fall, with an effective date of January 1<sup>st</sup>.

Please return your "Voluntary Benefits" form to The Allumbaugh Agency:

- FAX- 207-623-1415
- MAIL - The Allumbaugh Agency  
6 East Chestnut Street, Suite 520  
Augusta, ME 04330

If you have any questions, please contact The Allumbaugh Agency's Enrollment Center at 888-901-3727.

**Congratulations on your new job!**