**EMAIL COPY: Company-Selected Agency**  
*Send by December 15*

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Subject: FSA Holiday Challenge

Happy Holidays! This year, we are encouraging participation in a great holiday giving opportunity. Our partner, Businessolver, has suggested some ways to make sure you use your FSAs for 2020, and it’s easy to be a part.

If you have a health care flexible spending account (FSA), you might have some unused funds getting ready to expire. This year has brought a lot of challenges, and many people delayed or foregone medical care, leaving them with a surplus of FSA funds. With the clock ticking on FSA deadlines, it’s a great opportunity to stock up medicine cabinets and pantries with medical items.

**HOW?**

As always, FSA funds are earmarked for you and your dependents, so make sure you cover the needs of your dependents with your FSA. As we approach the winter season, stock up on emergency first aid supplies; viral care products, such as cough medicine, thermometers, humidifiers and fever reducers; and see if you can safely schedule end of year dental and vision appointments to exhaust your funds.

**AFTER THAT?**

If you’ve purchased all the eligible items and services you can think of for yourself, your family, your FSA dollars could be used purchase much-needed items for vulnerable populations who seek help from women’s shelters, homeless shelters and personal items resource centers. SPEND down some or all of your FSA balance on eligible items, such as feminine hygiene items, first aid kits and other first aid supplies.

Once you’ve spent all you can spend and exhausted your FSA funds, there may be others in need who could use some surplus medical items. There are many in our communities who do not have access to an FSA and are in need of items like first aid supplies and feminine hygiene products.

As a company, we have selected **{agency name}.** We will set up a donation location at: **{location name}** and **{deliver/ship}** all items on **{date}.** Of course, you might choose an agency with similar needs near and dear to your heart as well.

There are lots of folks who could use some help this season, so let’s remember our non-profits and consider donating medical items to groups in need.

Sincerely,

{Name}

**Stock up coupon!**

The [FSA Store](https://fsastore.com/?a_aid=5bf468aa5c776&utm_source=Businessolver&utm_medium=TPA+Coupon+Banner&utm_campaign=TPA+Partner) has thousands of eligible items, including first aid, cold and virus relief and at-home COVID tests. Start your stock up with this coupon code!

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**Extra Credit:** Businessolver would love to see your photos on social media if you’d like to post, so we can see people from around the country participating. Simply post a photo of yourself placing an order, holding your items or with a thumbs up and hashtag with #[insert your company name] and **#HolidayStockUpChallenge.**

**Go one step further and hashtag the name of your recipient agency.**