

**A. EMPLOYEE PERSONAL INFORMATION**

Last Name		First Name	MI	Effective Date
Social Security Number	Employee Number	Spouse Employee Number (Provide if spouse is MPC employee)	Daytime Telephone	

**B. ENROLLMENT/CHANGE REASON**

Indicate the reason that you are enrolling for (or changing) your benefits and the date of the event that qualifies you to make this change. New hires and newly eligible employees have 60 days to enroll. If you are changing your benefits due to a qualifying event, you have 60 days from the event date to make the change. Your new election must be on account of the event and must correspond with the gain or loss of coverage.

<b>1. Enrollment/change reason</b> <input type="checkbox"/> New hire <input type="checkbox"/> Transfer from Speedway <input type="checkbox"/> Casual hire (Medical enrollment only) <input type="checkbox"/> Open enrollment <input type="checkbox"/> Change in employment status <input type="checkbox"/> Rehire/transfer Date: _____ <input type="checkbox"/> Leave of absence Type: _____ <input type="checkbox"/> Qualifying life event; check the box in Section 2 (to the right) describing the qualifying event. Indicate name of person who incurred the event: _____	<b>2. Qualifying life event (supporting documentation is required)*</b> <input type="checkbox"/> Marriage/domestic partner <input type="checkbox"/> Divorce/legal separation or termination of Domestic partnership <input type="checkbox"/> Change in spouse/domestic partner employment status <input type="checkbox"/> Began/Terminated employment <input type="checkbox"/> Temporary to regular status <input type="checkbox"/> Qualified medical child support order or similar court judgment  <input type="checkbox"/> Birth, adoption or placement for adoption <input type="checkbox"/> Death of a dependent <input type="checkbox"/> Other – subject to Benefits Service Center Approval (please explain): _____ _____ _____
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\* Requested changes are generally effective the later of the date of the event or the date this form and any supporting documentation is received by the Benefits Service Center.

**C. BENEFIT PLAN ELECTIONS**

<b>Dental</b> <table border="0"> <tr> <th>Plan</th> <th>Coverage Level</th> </tr> <tr> <td><input type="checkbox"/> Waive</td> <td><input type="checkbox"/> Employee</td> </tr> <tr> <td><input type="checkbox"/> Dental PPO</td> <td><input type="checkbox"/> Employee + Spouse</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Employee + DP</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Employee + Child(ren)</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Employee, Spouse and Child(ren)</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Employee, DP and Child(ren)</td> </tr> </table>	Plan	Coverage Level	<input type="checkbox"/> Waive	<input type="checkbox"/> Employee	<input type="checkbox"/> Dental PPO	<input type="checkbox"/> Employee + Spouse		<input type="checkbox"/> Employee + DP		<input type="checkbox"/> Employee + Child(ren)		<input type="checkbox"/> Employee, Spouse and Child(ren)		<input type="checkbox"/> Employee, DP and Child(ren)	<b>Medical</b> <table border="0"> <tr> <th>Plan</th> <th>Coverage Level</th> </tr> <tr> <td><input type="checkbox"/> Waive</td> <td><input type="checkbox"/> Employee</td> </tr> <tr> <td><input type="checkbox"/> Classic Option</td> <td><input type="checkbox"/> Employee + Spouse</td> </tr> <tr> <td><input type="checkbox"/> Saver HSA Option</td> <td><input type="checkbox"/> Employee + DP</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Employee + Child(ren)</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Employee, Spouse and Child(ren)</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Employee, DP and Child(ren)</td> </tr> </table>	Plan	Coverage Level	<input type="checkbox"/> Waive	<input type="checkbox"/> Employee	<input type="checkbox"/> Classic Option	<input type="checkbox"/> Employee + Spouse	<input type="checkbox"/> Saver HSA Option	<input type="checkbox"/> Employee + DP		<input type="checkbox"/> Employee + Child(ren)		<input type="checkbox"/> Employee, Spouse and Child(ren)		<input type="checkbox"/> Employee, DP and Child(ren)	<b>Vision</b> <table border="0"> <tr> <th>Plan</th> <th>Coverage Level</th> </tr> <tr> <td><input type="checkbox"/> Waive</td> <td><input type="checkbox"/> Employee</td> </tr> <tr> <td><input type="checkbox"/> Vision PPO</td> <td><input type="checkbox"/> Employee + Spouse</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Employee + DP</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Employee + Child(ren)</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Employee, Spouse and Child(ren)</td> </tr> <tr> <td></td> <td><input type="checkbox"/> Employee, DP and Child(ren)</td> </tr> </table>	Plan	Coverage Level	<input type="checkbox"/> Waive	<input type="checkbox"/> Employee	<input type="checkbox"/> Vision PPO	<input type="checkbox"/> Employee + Spouse		<input type="checkbox"/> Employee + DP		<input type="checkbox"/> Employee + Child(ren)		<input type="checkbox"/> Employee, Spouse and Child(ren)		<input type="checkbox"/> Employee, DP and Child(ren)																																						
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\* Employees transferring from Speedway will not make any election; Speedway coverage amounts will automatically transfer to MPC Life and AD&D plans.

<b>Health Care Flexible Spending Account</b> (not available with Saver HSA Option) <input type="checkbox"/> Waive <input type="checkbox"/> Annual contribution: \$ _____ (Minimum \$120 per year; Maximum \$2,600 per year)	<b>Health Savings Account (HSA)</b> Please contact Fidelity at 1-800-544-3716 or visit <a href="http://www.fidelity.com/healthsavingsaccount">www.fidelity.com/healthsavingsaccount</a>
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For complete information on MPC benefit plans and contribution amounts, visit [www.mypcbenefits.com](http://www.mypcbenefits.com).



Employee Last Name	First Name	MI	Social Security Number	Employee Number
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**D. DEPENDENT INFORMATION**

Action	Name (First, MI, Last)	Relationship*	Birth Date (mm/dd/yyyy)	Social Security Number	Sex		Dental		Medical		Vision		AD&D		Life	
					M	F	Y	N	Y	N	Y	N	Y	N	Y	N
<input type="checkbox"/> Add <input type="checkbox"/> Drop					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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**\* Spouse, Domestic Partner, Child or Step-Child. If other, please specify. You must provide documentation on each dependent (e.g., birth certificate, marriage license, etc.). If enrolling a Domestic Partner, attach a completed Domestic Partner Affidavit along with required documentation. Requested changes will not be processed until documentation is received by the Benefits Service Center.**

**E. AUTHORIZATION**

I certify that the information I have provided is true and correct to the best of my knowledge. I understand that any false statements could result in termination of coverage for me and any of my dependents. I understand that it is my responsibility to report to the Company any changes in the eligibility of my dependents within 60 days of such change(s).

I agree to be governed by the terms and conditions of the plans in which I have enrolled. I understand that if my initial enrollment is received by the Company prior to my first day of employment, coverage elected is generally effective on my first day of employment. If my initial enrollment is received on/after my first day of employment, but within my 60-day initial enrollment period, coverage elected is generally effective on the date my enrollment is received by the Company. Likewise, if my requested change due to a qualifying event is received prior to the date of the qualifying event, the requested change is effective on the date of the qualifying event. If my requested change is received on/after my qualifying event, but within my 60-day change period, coverage changed is generally effective on the date my change is received by the Company.

I authorize the Company to deduct pretax and/or after-tax contributions from my earnings now or in the future as required under each of the plans. I also understand that if my paycheck is not sufficient to cover my contributions, the Company may, in its sole discretion, automatically collect any such payment(s) from a future paycheck(s).

<b>Employee Signature</b>	<b>Date</b>	<b>For HR/Benefits Service Center Use Only</b>
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Human Resources/Benefits Service Center Use Only			
Effective Date	Approved By	Date Received	Notes
	Date	Data Entry Date/Processor	

**Properly completed forms along with any required documentation should be submitted to the MPC Benefits Service Center**  
 Email: [benefits@marathonpetroleum.com](mailto:benefits@marathonpetroleum.com)  
 Phone: 1-888-421-2199  
 FAX: 1-419-421-3057  
 Mail: Room 3105, 539 South Main Street, Findlay, OH 45840