



# Welcome to Chard Snyder!



We are very pleased to be the new third party administrator for Newport News Public Schools, and wanted to briefly introduce ourselves. We will be administering your Flexible Spending Account plan and also your COBRA plan.

Chard Snyder is a woman-owned company that has been in business for over 22 years, and we have won several awards for excellence in service to our clients and for being a top workplace.

We take our *Commitment to Excellence* very seriously, in our technology, education, and most importantly our customer service. If you ever have questions or need help regarding your FSA or COBRA plans, please do not hesitate to contact us either by phone, email, or access our website for helpful FAQs and other very useful tools.

We look forward to working with you; welcome!

## Quick Access

### For help with your FSA:

Phone: 800.982.7715

Email: [askpenny@chard-snyder.com](mailto:askpenny@chard-snyder.com)

Website: [www.chard-snyder.com](http://www.chard-snyder.com)

Fax: 513.459.9947

### For help with COBRA:

Phone: 800.982.7715

Email: [cobra@chard-snyder.com](mailto:cobra@chard-snyder.com)

Website: [www.chard-snyder.com](http://www.chard-snyder.com)

Fax: 888.245.8452