

Open Enrollment Flyer Template Instructions

How to use this document:

- [Click here](#) to download the customizable template here, which you can use as-is or modify with your own information. Change the wording and/or images to fit your company.
- There is a placeholder for your logo. To update with your logo, right click and select change picture. Select your logo file. The logo should auto-fit to the size of the placeholder.
- Save the file once your edits are final.
- Before printing your file, delete non-printing pages.
- This template is intended to be used as an 8.5 x 11 inch flyer

Example



It's Open
Enrollment Time!

**Don't miss your chance! Choose
the right benefits for you and
everyone that depends on you!**

Enrollment Details

- ✓ **<COMPANY NAME>** Open Enrollment: **<INSERT DATES>**
- ✓ Login to **<Benefitplace™>** to review benefit options, compare plans and complete enrollment: **<INSERT LINK>**
- ✓ Elections made now for the benefit period starting August 1, 2022

**Learn More About Your Options.
Attend the Benefits Fair.**

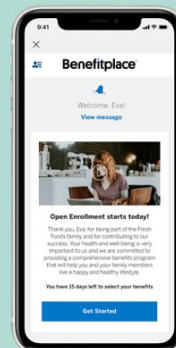


**<INSERT DATE and TIME>
<INSERT LOCATION>**

Contact **<INSERT NAME OR DEPARTMENT>** for benefit questions at **<INSERT EMAIL AND PHONE INFORMATION>**



View the video on the **<Benefitplace>** homepage to learn more about the exciting benefits we're offering this year!



It's Open Enrollment Time!

Don't miss your chance! Choose the right benefits for you and everyone that depends on you!

Enrollment Details

- ✓ **<COMPANY NAME>** Open Enrollment: **<INSERT DATES>**
- ✓ Login to **<Benefitplace™>** to review benefit options, compare plans and complete enrollment: **<INSERT LINK>**
- ✓ Elections made now for the benefit period starting August 1, 2022

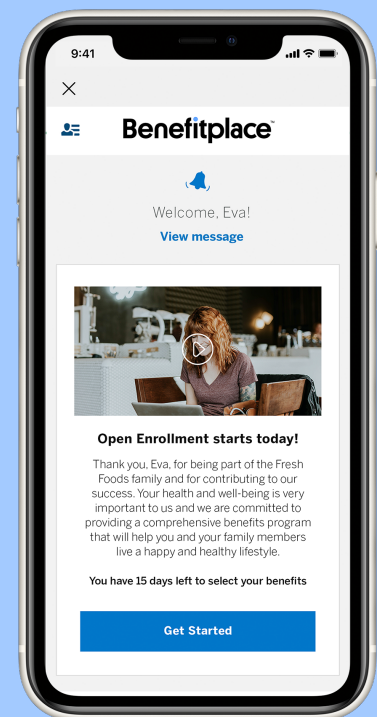
**Learn More About Your Options.
Attend the Benefits Fair.**



**<INSERT DATE and TIME>
<INSERT LOCATION>**

Contact **<INSERT NAME OR DEPARTMENT>** for benefit questions at **<INSERT EMAIL AND PHONE INFORMATION>**

View the video on the **<Benefitplace>** homepage to learn more about the exciting benefits we're offering this year!





It's Open Enrollment Time!

Don't miss your chance! Choose the right benefits for you and everyone that depends on you!

Enrollment Details

- ✓ **<COMPANY NAME>** Open Enrollment: **<INSERT DATES>**
- ✓ Login to **<Benefitplace™>** to review benefit options, compare plans and complete enrollment: **<INSERT LINK>**
- ✓ Elections made now for the benefit period starting August 1, 2022

**Learn More About Your Options.
Attend the Benefits Fair.**



**<INSERT DATE and TIME>
<INSERT LOCATION>**

Contact **<INSERT NAME OR DEPARTMENT>** for benefit questions at **<INSERT EMAIL AND PHONE INFORMATION>**



View the video on the **<Benefitplace>** homepage to learn more about the exciting benefits we're offering this year!

