



City of Seattle

Seattle Human Resources

Kimberly Loving, Director

November 7, 2025

Re: Make Your FSA Changes by Friday, November 21

**2026 FSA Special Enrollment:
November 10 – November 21**

Dear City Employee:

The City is offering a special enrollment period for Flexible Spending Accounts (FSA) for eligible employees. The special enrollment is being held in response to the recent IRS updates to 2026 FSA contribution limits. During this special enrollment period, you may newly elect or change FSA elections made during Open Enrollment in October.

- **Dependent (Daycare) Care FSA:** Increased from \$5,000 to **\$7,500**
- **Healthcare FSA:** Increased from \$3,300 to **\$3,400**
 - **Carryover limit for 2026:** Increased from \$660 to **\$680**

The FSA special enrollment period begins on **Monday, November 10, and ends on Friday, November 21**, at 5:00 pm. FSA changes will take effect on January 1, 2026.

You do not need to take any action
if you have no changes to the FSA elections you made in Workday
during Open Enrollment.

To make a new FSA election or modify FSA elections, complete the fillable form at bit.ly/3JuRYyV or complete the enclosed Special Enrollment form and either email it to Benefits.Unit@seattle.gov or mail it to Seattle Human Resources' Benefits Unit or Mail Stop SMT 55-01. Our address is:

City of Seattle Human Resources, Attn: Benefits Unit
700 Fifth Avenue, Suite 5500
P.O. Box 34028
Seattle, WA 98124-4028

During this special enrollment, you will not be able to make changes to any other benefits. The special enrollment is for FSA only. Your completed enrollment form must be submitted, emailed, postmarked, or date-stamped if sent through interoffice mail on or before November 21, 2025.

If you have questions, please contact the Benefits Unit at (206) 615-1340 or Benefits.Unit@seattle.gov.

Sincerely,

Julie Dithavong
Benefits Manager

Seattle Human Resources

Seattle Municipal Tower, 700 5th Avenue, Suite 5500, PO Box 34028, Seattle, WA 98124-4028
(206) 684-7999 □ TTY:7-1-1 □ Fax: (206) 684-4157 □ Employment Website: www.seattle.gov/jobs
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