

Civil Partner Benefits

Enterprise Rent-A-Car
For Level 1-4 and Level B Employees

The availability of benefits cover for same sex Civil Partners and their children is an extension of the company's efforts to maximise the effectiveness and value of the benefits programmes we offer. You now have the ability to extend benefits to your eligible same sex Civil Partner and his or her dependant children.

Eligibility

You are eligible for same sex Civil Partner benefits if you are a Level 1-4 or Level B employee enrolled in the Enterprise Rent-A-Car employee benefit plans.

How do I know if my same sex Civil Partner meets the requirements to enrol in my benefit plans?

Enterprise defines a same sex Civil Partner as the following:

- Same sex
- Mentally competent
- Are jointly responsible for each other's financial welfare
- Are not related by blood closer than would bar marriage
- Are not legally married to anyone else and are not the domestic partner of anyone else
- The couple have obtained a Civil Partner Certificate

Will I be able to enrol my same sex Civil Partner's dependant children in my benefit plans?

Yes, as long as they meet Enterprise's definition of an eligible dependant.

What documentation will I need to enrol my same sex Civil Partner?

You'll need to complete a Civil Partner Benefits Enrolment Form. This form must be returned to your Human Resources department.

What type of documentation will be required to enrol the dependants of my same sex Civil Partner?

As is the case with children of our employees who are not same sex Civil Partners, the children of same sex Civil Partners may be enrolled by simple affirmation that the individual enrolled is a natural, adopted, step or foster child or children for whom the same sex Civil Partner is guardian.

I have the documentation validating the same sex Civil Partner relationship. When can I enrol him or her in my benefits?

You may enrol your same sex Civil Partner and his or her dependant children in the benefit plans when you are first benefits-eligible as a new hire or during the Annual Open Enrolment Period. There are also certain life changing events that may qualify for a mid-year change in cover. Contact your local Human Resources department for specific enrolment instructions.

What are the life changing events that may qualify for a mid-year change in cover?

You will have the opportunity to make certain changes to your benefits within 31-days of the life changing event. The most common life changing events include the following:

- Birth or Adoption
- Signing and filing a Civil Partner Certificate
- Ending your same sex Civil Partner relationship
- Over age dependant losing cover
- Your same sex Civil Partner gaining or losing his or her job or health care cover

Where can I get the Civil Partner Benefits Enrolment Form?

The form is available from your local Human Resources department.

I only need cover for my same sex Civil Partner's dependant children. Can I enrol his or her dependants without enrolling my same sex Civil Partner on my benefits?

No. You must enrol your same sex Civil Partner in order to enrol his or her dependant children on your benefit plans.

What other benefit programmes will my same sex Civil Partner and his or her dependant children be able to participate in once I enrol them?

Same sex Civil Partners are entitled to the same benefit programmes and Human Resource policies as legally married couples, including:

- Leaves of Absence
- Relocation Policy
- Employee Assistance Programme
- Rental Discounts
- Car Privileges
- Adoption Assistance

How much will I have to pay to cover my same sex Civil Partner?

You will pay the same amount for cover as you would pay for other eligible dependants.

If I'm no longer in a relationship with my same sex Civil Partner, what do I do to remove him or her from my cover?

Certain life changing events may qualify for a mid-year change in cover. Contact your local Human Resources department in writing within 31-days of the event and complete the notification process.

I want my same sex Civil Partner to be the beneficiary for my company paid Life Assurance and Stakeholder Schemes.

You do not have to follow any special beneficiary enrolment procedures for your same sex Civil Partner for these programmes. You need only contact your Human Resources department and obtain, complete and return a new beneficiary designation form identifying your same sex Civil Partner as your new beneficiary.

How to Enrol

To enrol your same sex Civil Partner and your same sex Civil Partner's eligible dependant children for benefits, you must do the following:

1. **Contact** your local Human Resources department for a same sex Civil Partner Benefits Enrolment Form
2. **Read** your **2006 Benefits Overview** to learn about the benefit options
3. **Enrol** by completing and returning your same sex Civil Partner Benefits Enrolment Form to your Human Resources department.

Note: You must enrol your same sex Civil Partner in order to cover your same sex Civil Partner's dependant children.