



MEBA Benefit Plans

Safeguarding MEBA Members and Families

MEBA MEDICAL & BENEFITS PLAN

MEBA PENSION TRUST

MEBA TRAINING PLAN

MEBA VACATION PLAN

1007 EASTERN AVENUE, BALTIMORE, MARYLAND 21202-4345 • (410) 547-9111

Vacation Benefits –2019 Year-End Closing

Apply for Vacation and Port Relief Benefits early to avoid the year-end rush.

- **FILING DEADLINE:** The deadline for issuing checks dated in 2019 in the Outports *and* the Plan Office is Tuesday, December 17, 2019.
- **DIRECT DEPOSIT:** The final Direct Deposit Transfer for 2019 will be made on 12/18/2019 and the funds will be deposited into your bank account on 12/20/2019.
- Any requests for Port Relief and Vacation checks received after 12/17/19 at 12:00 PM EST will be paid on 1/2/2020.

Any member who requires that his/her check be dated in 2019 must file before this deadline. Remember, Wednesday December 25, 2019 and Wednesday January 1, 2020 are holidays and the Outports and the Plan Office will be closed. It is always wise to plan ahead, so you should verify the specific holiday schedule with the Plan Office Representative.

Split Your Vacation Payments between 2019 and 2020

You can submit an Application for Vacation Pay prior to the end of the year and request that the payment of your vacation benefits be split. Two checks will be issued to you, one in 2019 and a second in 2020. The 12/17/2019 deadline applies to split claims also. The vacation benefits paid in this manner MUST be a continuous vacation period.

Please contact the Vacation Plan staff in Baltimore at 800-811-6322 or 410-547-9111 if you have any questions.