



HRC TOTAL SOLUTIONS

Dependent Care Account (DCA) Worksheet/Election Calculator

Things To Remember

Understand that your election is based on the eligible expenses allowed by the IRS. These expenses must meet the following requirements:

1. Daycare expenses must be incurred during the plan year for the care of a dependent age 12 or younger.
2. Daycare expenses may be incurred for a spouse or other tax dependent that is mentally or physically incapable of caring for him or herself.
3. The expense needs to be incurred during the time that you and your spouse (if applicable) are gainfully employed and at work.
4. The daycare provider must be either a babysitter that cares for the dependent in or outside of your home or a daycare center that meets state and local requirements, such as, a pre-school, summer day camp, and after school programs. Any form of day care provider you use needs to provide you with a tax ID or social security number.
5. Expense cannot exceed your taxable compensation, or your spouse's actual earned income.

You can use this worksheet to estimate how much you will need to put into your DCA. Please remember to be conservative, but don't forget that all the money you put into this account goes in on a pre-tax basis and comes out tax-free!

How Do You Determine Your Expenses?

Weekly Dependent Care Expenses

Preschool	(A.)\$ _____
Daycare	(B.)\$ _____
Baby Sitting	(C.)\$ _____
After School Programs	(D.)\$ _____
Adult Daycare	(E.)\$ _____

Total Estimated Weekly Daycare Expenses (F.) \$ _____ (Add Lines A - E)

Total Estimated Annual Dependent Care Expenses This Plan Year (G.) \$ _____

(Multiply Line F. above by the total number of weeks this plan year. Please remember that this amount cannot exceed \$5,000 Or \$2,500 if married and filing separately. If it does, please adjust the amount accordingly)

Number of Pay Periods In Plan Year (H.) _____	Divide Line G. Above By Line H. (This is your deduction per payroll) \$ _____
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 **QUESTIONS?...** Please don't hesitate to contact HRC Total Solutions!

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Phone: 603-647-1147 • Fax: 1-866-978-7868 • email: info@hrcts.com • www.HRCTS.com • 111 Charles Street • Manchester, NH 03101