

Amendment to Plan of Benefits

For Employees of: MICHAELS STORES, INC.

Master Services Agreement/Administrative Services Agreement/Administrative Services Contract
No.: 169475

Effective January 1, 2022, the following changes have been made to your Booklet. The **Filing a claim** section has been revised. If you are in a plan that uses **network providers** and you see a **network provider**, that office will usually send us a detailed bill for your services. If you see an **out-of-network provider** or are in a plan that does not use a network of providers, you may receive the bill (proof of loss) directly. This bill forms the basis of your post-service claim. If you receive the bill directly, you or your **provider** must send us the bill within 12 months of the date you received services, unless you are legally unable to notify us. You must send it to us with a claim form that you can either get online or contact us to provide.

Amend: 1779

Issue Date: November 4, 2021