# Benefits Lifecycle Chart

**ENROLLMENT SYSTEM**
sends the enrollment information to WEX. (Sent 3x/week: Monday, Wednesday & Friday.)

**WEX**
sets up participant accounts based on information provided in the Enrollment File.

**BETTY BENEFITS**
begins working at ABC Company.

**ABC COMPANY**
sends Betty's information (e.g. part-time/full-time status, name, SSN, hire/term date) to the Enrollment System via Demographic File. (Frequency of entering demographic information varies by company, but weekly is common.)

**ENROLLMENT SYSTEM**
sends a Payroll File to ABC Company.

**ABC COMPANY**
sends a Contribution File to WEX via SFTP site or the employer online account during each payroll cycle to fund participant accounts.

**ABC COMPANY**
works out any errors in the Contribution File to ensure participant accounts are funded correctly.

**WEX**
makes funds available in participant accounts.

## Mercer Marketplace 365+