

**MAINE PAID FAMILY
& MEDICAL LEAVE**

Maine Department of Labor
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COUNTY OF CUMBERLAND
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Letter Date: 30-May-2025
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Case ID #: 44811

Notice of Private Plan Substitution Approval

Your request for a Maine Paid Family and Medical Leave private plan substitution has been approved.

FEIN: 01-6000004
Plan Type: Fully-Insured
Plan Provider: Metropolitan Life Insurance Company
Plan Number: META - 134417486
Substitution Application Date: May 29, 2025
Benefit Begin Date: May 1, 2026
Premium Exemption Begin Date: April 1, 2025
Premium Exemption End Date: March 31, 2028

Exemption from Premiums

As long as you've paid all related fees and remain in compliance, your substitution is good for three years.

While your substitution is in effect, you do not have to remit premium contributions to the Maine Paid Family and Medical Leave State Plan fund.

How to Remain in Compliance

You still need to comply with the rest of the law and rules, though. For example, you still need to file quarterly wage reports through the Maine Paid Leave Contributions Portal, which you can find at maine.gov/paidleave (or make sure a third party administrator does this for you).

You'll also need to carefully follow the terms and conditions of your approved plan, maintain your private plan, and file an annual data report by July 31st of each year. If we find out your private plan is not providing your employees with sufficient paid leave benefits, your substitution will be revoked.

Here are some examples of reasons we might need to revoke your private plan or impose other consequences:

- Metropolitan Life Insurance Company terminates your plan
- We don't get your quarterly wage reports by the end of the month following each quarter
- Your employees don't get the paid leave benefits they're entitled to under the law

When you're in the Maine Paid Leave Contributions Portal, look for the Employer Guide for Fully Insured Plans. It has more information about your ongoing obligations.