



Exit Information

Open Shop Workforce

CONTACT INFORMATION CHANGE

- Please ensure we have your most up-to-date address, phone number, and email address on file to provide you with important information (i.e. paycheck and W-2). You can update your information by emailing HRcraft@mccarthy.com or calling 1 (855) 412-8453.

FINAL PAYCHECKS

- You will receive a regular paycheck for your hours worked.
- You will receive a second check for any unused accrued paid time off (PTO).

BENEFITS

- Your medical benefits will cease at the end of your termination month.
- Within one week of your benefits termination, you will receive a COBRA packet in the mail from The Taben Group. It will contain information about electing to continue your benefits coverage.

IMPORTANT CONTACTS

401K – Wells Fargo	1 (800) 728-3123	www.wellsfargo.com
Medical – CIGNA	1 (800) 244-6224	www.myCIGNA.com
Dental – CIGNA	1 (800) 336-8258	www.myCIGNA.com
COBRA – The Taben Group	1 (800) 675-7341	
Health Savings Account (HSA)	1 (866) 346-5800	www.myhealthequity.com
Vision – VPS	1 (800) 877-7195	www.vsp.com

HUMAN RESOURCES

Benefits questions	1 (314) 968-4543	benefits@mccarthy.com
General questions	1 (855) 412-8453	HRcraft@mccarthy.com
Recruiting	1 (855) 412-8453	careers@mccarthy.com

Visit www.mccarthy.com/craft for additional information and resources. For future employment opportunities, visit www.mccarthy.com/careers, email careers@mccarthy.com or call 1 (855) 412-8453.

