

Enrolling in Publicis Benefits

for new hires or newly eligible Publicis Groupe employees

Important Information

- After your hire date, we will upload your information into our system to get you started with enrolling for benefits. You will receive an email or mail notification from bswift—our benefits administrator—when you are able to enroll, and you won't be able to enroll before that notification.
 - If you do not receive an email or mail notification within 14 days of your hire date, contact us at 1-800-933-3622 (weekdays, 9am - 5pm ET).
- You'll have 45 calendar days from your hire date to enroll. There will be no extensions or exceptions after this date.

How to Enroll

1. Go to our benefits enrollment portal, called [bswift](#).
2. Click the **First Time User** link to create a user ID and password.
3. When enrolling for benefits, click on **View Plan Option** to make a selection from the available plan options, or you can choose not to enroll in that benefit.

Helpful Reminders

- All the most important information you'll need include:
 - [Publicis Benefits Guide for Employees](#)
 - [Publicis Benefits Summary](#)
- To further help you make informed choices, use the **Ask Emma** tool on the bswift benefits homepage.

Need further assistance?

Contact the Publicis Connections Service Center at 1-800-933-3622 (weekdays, 9am - 5pm ET).