



AUTOMOTIVE RETAILERS ASSOCIATION *Group Benefits*

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Latest Forms and Information Online

Download any forms you need to manage your employees' benefits. We have made it simple. Visit the ARA website and download what you need – when you need it. Find the latest forms:

<https://www.group.ara.bc.ca/forms/>

Email: GroupBenefits@ara.bc.ca
Phone: (604) 419-3629
Fax: (604) 419-0299



Billing Deadline

Please ensure any changes in staffing, coverage, etc... are submitted prior to August 26, 2026 for September 2026 billing.

All changes need to be in place in order to make the billing cycle. Updates filed after the 26th will show on the following month's billing.

For **New Addition, Changes, and Terminations**, we would prefer a scanned and emailed copy to GroupBenefits@ara.bc.ca. We still need the originally signed **enrollment and change forms**, so please mail these to the ARA office as normal.

New Hire email is sent at the end of the Month

Dependent Children over age 21

Over-age dependents between the ages of 21 and 25 may still be eligible for coverage if they meet the following requirements: they are full-time students, are not in a marriage-like relationship and are fully dependent on you for financial support.

Please complete a [Student Verification Form](#) and send the original copy to the ARA Group Plan Department. Supporting documentation may be required (e.g. letter of acceptance, course schedule). Some post-secondary facilities automatically include dental and/or extended health coverage in their fees. Some will waive the coverage if the student has alternative coverage. Simply request a confirmation of benefits letter when you send your Student Verification Form.



Join us in Surrey on August 13 for the 2026 ARA Auto Glass Division AGM at the Civic Hotel. This in-person meeting will cover division news, updates and key priorities for the year ahead.

Space is limited and attendance is on a first come, first served basis.

Event Details:

 August 13
 Civic Hotel, Surrey
 4:30 to 8:30 PM



Join us for our Kelowna Towing and Recovery Network Social!

This is a great opportunity to connect with others in the industry, hear updates from the ARA, and enjoy a relaxed evening out. It's a social event, so feel free to bring a spouse, friend, or even a non-member – everyone in the industry is welcome.

Event Details:

Moxies Kelowna | 1730 Cooper Rd
 Thursday September 10th, 6:00 PM – 9:00 PM

In order for us to track participants, please register by September 5th:

Did you know ARA members have exclusive access to comprehensive vehicle reports through our Member Services? From lien checks and registered owner details to ICBC deck searches and Carfax reports, these tools help you make confident, informed decisions for your business.

Log in to request a report or to apply and get started today!

ARA Marketplace



We Work For You

As your plan administrators we work for you and are here to help. We will post details on any updates on administrative procedures as processes evolve. If you have any questions or concerns, please feel free to call or email them to us. We get answers to you as soon as possible.