

Benefit Change Form



1. TO BE COMPLETED BY EMPLOYER (PLEASE PRINT) AND MAIL TO MARY GALWAY AT THE ABOVE ADDRESS OR FAX TO 1.888.584.6789

Member/Employee _____ **SIN** _____
First Name(s) Last Name

Municipality _____ **Division** _____

2. Type of Change _____ **Effective Date of Change** _____
DAY MON YR

- Annual Salary Dependent Address / Telephone Marital Status
 Name Change Employment Type Benefit Change Other _____
 Beneficiary Termination of Member

3. New Employment Type (Class)

- Full Time (A) Part Time (C) Seasonal (B) Elected Member (D)
 Early Retirees (E) Over 65 Retirees Other Class _____
 Annual Earnings:\$ _____ Earnings per: Hour \$ _____ Week \$ _____ Month \$ _____

4. Dependent(s)

| | Birth Date | | | Sex M/F | Children Status if over age 21 S = Student D = Disabled | A-Add C-Change T-Terminated |
|-----------------|------------|-----|----|------------|--|-----------------------------------|
| | Day | Mon | Yr | | | |
| Spouse _____ | | | | | | |
| Dependent _____ | | | | | | |
| Children _____ | | | | | | |

5. New Member/Employee Address

| | | | |
|-------------------|--|-----------|--|
| Street / P.O. Box | | | |
| City / Town | | | |
| Province | | | |
| Postal Code | | Telephone | |

6. Benefits

| | | | |
|--------|---------------------------|--|---|
| Health | Effective Date (DD/MM/YY) | <input type="checkbox"/> Single <input type="checkbox"/> *Couple <input type="checkbox"/> Family | *Couple coverage only available to Small Town Plans |
| Dental | Effective Date (DD/MM/YY) | <input type="checkbox"/> Single <input type="checkbox"/> *Couple <input type="checkbox"/> Family | |

7. TO BE COMPLETED BY EMPLOYEE (PLEASE PRINT)

| | | | |
|---|--|--------------------------|--|
| <p>BENEFICIARY DESIGNATION</p> <p>Applies to Basic Life, Basic AD&D as well as any Optional Life and Optional AD&D, unless otherwise stated.</p> | I name the following Beneficiary and reserve the right to change or cancel this at a later date | | |
| | _____ | _____ | Date of Birth _____ <small>DAY MON YR</small> |
| | <small>First Name(s)</small> | <small>Last Name</small> | <small>Relationship</small> |
| | If Beneficiary is under 18, please name Trustee. _____ <small>First Name(s) Last Name</small> | | |
| In the event that my Beneficiary predeceases me, the following Contingent Beneficiary shall be entitled to the benefits: | | | |
| Name: _____ | Date of Birth _____ <small>DAY MON YR</small> | | |
| X Signature of Insured _____ | Date _____/_____/_____ <small>DAY MON YR</small> | | |