



UNUM[®]

GROUP REQUEST FOR CHANGE

(SHORT TERM DISABILITY, LONG TERM DISABILITY,
LIFE & ACCIDENTAL DEATH AND DISMEMBERMENT)

P.O. Box 5044, 5420 North Service Rd.
Burlington, Ontario L7R 4C1

905.319.9501

**(PLEASE PRINT
OR TYPE - PRESS
PEN FIRMLY)**

To the Employee: Complete this form for name changes, changes in dependent coverage or beneficiary changes. If you are adding dependents because of marriage or birth of a child, complete this form within 31 days after the event.

To the Employer: For all changes send this form to Unum with your next premium payment.

COMPLETE NUMBERS 1 THROUGH 4 AND 8 FOR ALL CHANGES

1. NAME OF EMPLOYER	2. POLICY NUMBER(S)	3. BILLING DIVISION
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4. EMPLOYEE'S NAME (LAST, FIRST, MIDDLE INITIAL)
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COMPLETE NUMBERS 5 AND 8 IF NAME HAS CHANGED

5. CHANGE EMPLOYEE'S NAME	AS OF (DATE)
FROM _____ TO _____	MM DD YYYY

COMPLETE NUMBERS 6 AND 8 FOR CHANGES IN DEPENDENT COVERAGE

6. DEPENDENT COVERAGE - CHECK THE APPROPRIATE STATEMENT	<input type="checkbox"/> Please discontinue dependent life for the following reason:
<input type="checkbox"/> I would like to add dependent life coverage due to a change in dependent status brought forth by: <input type="checkbox"/> Marriage <input type="checkbox"/> Birth of Child <input type="checkbox"/> Other _____	

COMPLETE NUMBERS 7 AND 8 TO CHANGE BENEFICIARIES

To name more than one beneficiary or to name a contingent beneficiary, ask your plan administrator for assistance. This beneficiary change cancels and supersedes previous designations and may be changed upon written request.

BENEFICIARY DESIGNATION <i>Applicable to Life or AD&D coverages</i>					
Beneficiary's Last Name	First Name	Initial	%	Relationship	
_____	_____	_____	_____	_____	
_____	_____	_____	_____	_____	
_____	_____	_____	_____	_____	
If none of the above is living then pay _____					

FOR RESIDENTS OF QUEBEC ONLY:
A spousal beneficiary designation is irrevocable unless you make the designation revocable by checking here.
REVOCABLE

8. Sign below for all changes	Date
Employee's Signature X _____	MM DD YYYY

Unum is the marketing brand for: The Paul Revere Life Insurance Company • Provident Life and Accident Insurance Company • Unum Life Insurance Company of America