Canisius College
ALL OTHER ELIGIBLE EMPLOYEES

Here you'll find information about your following employee benefit(s). Be sure to review the enclosed - it provides everything you need to sign up for your Guardian benefits.

**PLAN HIGHLIGHTS**

- Life
- Disability

**Questions? Concerns?**
Helpline (888) 600-1600
Call weekdays, 7:00 AM to 8:30 PM, EST.
And refer to your plan number: 00492283
Welcome

Dear Canisius College Employee,

We’re pleased to tell you that Guardian will be our coverage provider this year. We have chosen Guardian because of its competitive rates, excellent service reputation, and extensive plan designs.

We have worked hard to negotiate group rates that will be affordable for all employees. All coverage is paid through payroll deduction.

Canisius College
**About Your Benefits:**

Your family depends on you in many ways and you've worked hard to ensure their financial security. But if something happened to you, will your family be protected? Will your loved ones be able to stay in their home, pay bills, and prepare for the future. Life insurance provides a financial benefit that your family can depend on. And getting it at work is easier, more convenient and more affordable than doing it on your own. If you have financial dependents- a spouse, children or aging parents, having life insurance is a responsible and a smart decision. Enroll today to secure their future!

**What Your Benefits Cover:**

<table>
<thead>
<tr>
<th></th>
<th>BASIC LIFE</th>
<th>VOLUNTARY TERM LIFE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Employee Benefit</strong></td>
<td>You may elect $50,000 of Basic Term Life coverage.</td>
<td>Elect up to 3 times salary, to a maximum of $300,000. See Cost Illustration page for details.</td>
</tr>
<tr>
<td><strong>Spouse† Benefit</strong></td>
<td>N/A</td>
<td>50% of employee coverage to a max of $150,000</td>
</tr>
<tr>
<td><strong>Child Benefit</strong></td>
<td>N/A</td>
<td>Your dependent children age 14 days to 23 years (25 if full time student).</td>
</tr>
<tr>
<td><strong>Guarantee Issue:</strong></td>
<td>Guarantee Issue coverage up to $50,000 per employee</td>
<td>We Guarantee Issue coverage up to: Employee $200,000. Spouse $10,000. Dependent children $5,000.</td>
</tr>
<tr>
<td><strong>Premiums</strong></td>
<td>Partially funded by your employer; see premium details on your enrollment form</td>
<td>Increase when your insurance amount increases due to salary increase</td>
</tr>
<tr>
<td><strong>Portability:</strong></td>
<td>No</td>
<td>Yes, with age and other restrictions, including evidence of insurability</td>
</tr>
<tr>
<td><strong>Conversion:</strong></td>
<td>Yes, with restrictions; see certificate of benefits</td>
<td>Yes, with restrictions; see certificate of benefits</td>
</tr>
<tr>
<td><strong>Accelerated Life Benefit:</strong></td>
<td>A lump sum benefit is paid to you if you are diagnosed with a terminal condition, as defined by the plan.</td>
<td>Yes</td>
</tr>
<tr>
<td><strong>Waiver of Premiums:</strong></td>
<td>Premium will not need to be paid if you are totally disabled.</td>
<td>For employees disabled prior to age 60, with premiums waived until age 70, if conditions are met</td>
</tr>
</tbody>
</table>
**Benefit Reductions:** Benefits are reduced by a certain percentage as an employee ages.

<table>
<thead>
<tr>
<th>BASIC LIFE</th>
<th>VOLUNTARY TERM LIFE</th>
</tr>
</thead>
<tbody>
<tr>
<td>35% at age 70, 50% at age 75</td>
<td>35% at age 70, 50% at age 75</td>
</tr>
</tbody>
</table>

Subject to coverage limits

*Spouse coverage terminates at age 70.*

**Manage Your Benefits:**

Go to www.GuardianAnytime.com to access secure information about your Guardian benefits. Your on-line account will be set up within 30 days after your plan effective date.

**Need Assistance?**

Call the Guardian Helpline (888) 600-1600, weekdays, 8:00 AM to 8:30 PM, EST. Refer to your member ID (social security number) and your plan number: 00492283
Voluntary Life Cost Illustration:

To determine the most appropriate level of coverage, as a rule of thumb, you should consider about 6 - 10 times your annual income, factoring in projected costs to help maintain your family's current life style. To help you assess your needs, you can also go to Guardian Anytime and use our Life Insurance Explorer Tool.

Elect up to 3 times salary, to a maximum of $300,000.
Policy amounts shown based on sample salary amounts only. Use Rate per $1,000 and enclosed worksheet to calculate your individual premium based on your salary.

<table>
<thead>
<tr>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee rate per $1,000</td>
<td>$0.060</td>
<td>$0.080</td>
<td>$0.090</td>
<td>$0.100</td>
<td>$0.150</td>
<td>$0.230</td>
<td>$0.430</td>
<td>$0.660</td>
<td>$1.270</td>
</tr>
<tr>
<td>Spouse rate per $1,000</td>
<td>$0.060</td>
<td>$0.080</td>
<td>$0.090</td>
<td>$0.100</td>
<td>$0.150</td>
<td>$0.230</td>
<td>$0.430</td>
<td>$0.660</td>
<td>$1.270</td>
</tr>
<tr>
<td>Child rate per $1,000</td>
<td>$0.161</td>
<td>$0.161</td>
<td>$0.161</td>
<td>$0.161</td>
<td>$0.161</td>
<td>$0.161</td>
<td>$0.161</td>
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</tbody>
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Voluntary Life Cost Illustration:

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<td>$0.161</td>
<td>$0.161</td>
<td>$0.161</td>
<td>$0.161</td>
</tr>
<tr>
<td>Spouse rate per $1,000</td>
<td>$0.090</td>
<td>$0.120</td>
<td>$0.150</td>
<td>$0.200</td>
<td>$0.300</td>
<td>$0.400</td>
<td>$0.600</td>
<td>$0.800</td>
<td>$1.200</td>
</tr>
<tr>
<td>Child rate per $1,000</td>
<td>$0.240</td>
<td>$0.320</td>
<td>$0.400</td>
<td>$0.500</td>
<td>$0.600</td>
<td>$0.700</td>
<td>$0.800</td>
<td>$0.900</td>
<td>$1.200</td>
</tr>
</tbody>
</table>

Voluntary Life Cost Illustration:

<table>
<thead>
<tr>
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<td>$0.161</td>
<td>$0.161</td>
<td>$0.161</td>
<td>$0.161</td>
</tr>
</tbody>
</table>
Voluntary Life Cost Illustration continued

<table>
<thead>
<tr>
<th>$100,000 Policy Election Amount</th>
<th>&lt; 30</th>
<th>30–34</th>
<th>35–39</th>
<th>40–44</th>
<th>45–49</th>
<th>50–54</th>
<th>55–59</th>
<th>60–64</th>
<th>65–69†</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee</td>
<td>$100,000</td>
<td>$6.00</td>
<td>$8.00</td>
<td>$9.00</td>
<td>$10.00</td>
<td>$15.00</td>
<td>$23.00</td>
<td>$43.00</td>
<td>$66.00</td>
</tr>
<tr>
<td>Spouse</td>
<td>$50,000</td>
<td>$3.00</td>
<td>$4.00</td>
<td>$4.50</td>
<td>$5.00</td>
<td>$7.50</td>
<td>$11.50</td>
<td>$21.50</td>
<td>$33.00</td>
</tr>
<tr>
<td>Child</td>
<td>$5,000</td>
<td>$.81</td>
<td>$.81</td>
<td>$.81</td>
<td>$.81</td>
<td>$.81</td>
<td>$.81</td>
<td>$.81</td>
<td>$.81</td>
</tr>
</tbody>
</table>

Refer to Guarantee Issue row on page above for Voluntary Life GI amounts.

Premiums for Voluntary Life Increase in five-year increments

‡Spouse coverage premium is based on Employee age. Coverage for the spouse terminates at spouse’s age 70.

†Benefit reductions apply.

Manage Your Benefits:

Go to www.GuardianAnytime.com to access secure information about your Guardian benefits. Your on-line account will be set up within 30 days after your plan effective date.

Need Assistance?

Call the Guardian Helpline (888) 600-1600, weekdays, 8:00 AM to 8:30 PM, EST. Refer to your member ID (social security number) and your plan number: 00492283

LIMITATIONS AND EXCLUSIONS:

A SUMMARY OF PLAN LIMITATIONS AND EXCLUSIONS FOR LIFE COVERAGE:

You must be working full-time on the effective date of your coverage; otherwise, your coverage becomes effective after you have completed a specific waiting period. Employees must be legally working in the United States in order to be eligible for coverage. Underwriting must approve coverage for employees on temporary assignment: (a) exceeding one year; or (b) in an area under travel warning by the US Department of State. Subject to state specific variations. Evidence of Insurability is required on all late enrollees. This coverage will not be effective until approved by a Guardian underwriter. This proposal is hedged subject to satisfactory financial evaluation. Please refer to certificate of coverage for full plan description.

Dependent life insurance will not take effect if a dependent, other than a newborn, is confined to the hospital or other health care facility or is unable to perform the normal activities of someone of like age and sex.

Accelerated Life Benefit is not paid to an employee under the following circumstances: one who is required by law to use the benefit to pay creditors; is required by court order to pay the benefit to another person; is required by a government agency to use the payment to receive a government benefit; or loses his or her group coverage before an accelerated benefit is paid.

Voluntary Life Only:

We pay no benefits if the insured’s death is due to suicide within two years from the insured’s original effective date. This two year limitation also applies to any increase in benefit. This exclusion may vary according to state law. Late entrants and benefit increases require underwriting approval.

GP-1-R-LB-90, GP-1-R-EOPT-96

Guarantee Issue/Conditional Issue amounts may vary based on age and case size. See your Plan Administrator for details. Late entrants and benefit increases require underwriting approval.

This handout is for illustrative purposes only and is an approximation. If any discrepancies between this handout and your paycheck stub exist, your paycheck stub prevails.
WillPrep Services

Special bonus for participants in voluntary life plan

Your employer has worked with Guardian to make WillPrep Services available to eligible members with Voluntary Life plans. Keeping an up-to-date will is essential to ensuring that your assets are distributed as you intended, no matter the size of your estate. You may be avoiding creating a will because you believe you can’t afford the time or legal expense. Now you can with WillPrep Services.

WillPrep Services offer support and guidance to help you properly prepare the documents necessary to preserve your family’s financial security. WillPrep has a range of services including online planning documents, a resource library and access to professionals* to help with issues related to:

- Advanced Health Care Directives
- Financial Power of Attorney
- Wills and Living Wills
- Estate Taxes
- Guardianship and Conservatorship
- Resource Library
- Executors & Probate
- Healthcare Power of Attorney
- Trusts

For more information about WillPrep Services, go to www.ibhwillprep.com; User name: WillPrep; Password: GLIC09 or call 1-877-433-6789

*The Option of an attorney prepared will is available for a small fee.

WillPrep Services are provided by Integrated Behavioral Health, Inc., and its contractors. The Guardian Life Insurance Company of America (Guardian) does not provide any part of WillPrep Services. Guardian is not responsible or liable for care or advice given by any provider or resource under the program. This information is for illustrative purposes only. It is not a contract. Only the Administration Agreement can provide the actual terms, services, limitations and exclusions. Guardian and IBH reserve the right to discontinue the WillPrep Services at any time without notice. Legal services will not be provided in connection with or preparation for any action against Guardian, IBH, or your employer.
About Your Benefits:

You probably have insurance for your car or home, but what about the source of income that pays for it? You rely on your paycheck for so many things, but what if you were suddenly unable to work due to an accident or illness? How will you put food on the table, pay your mortgage or heat your home? Disability insurance can help replace lost income and make a difficult time a little easier. Protect your most valuable asset, your paycheck—enroll today!

What Your Benefits Cover:

<table>
<thead>
<tr>
<th>What Your Benefits Cover</th>
<th>Long-Term Disability</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coverage amount</td>
<td>60% of salary to maximum $6000/month</td>
</tr>
<tr>
<td>Maximum payment period: Maximum length of time you can</td>
<td>Social Security Normal Retirement Age</td>
</tr>
<tr>
<td>receive disability benefits.</td>
<td></td>
</tr>
<tr>
<td>Accident benefits begin: The length of time you must be</td>
<td>Day 181</td>
</tr>
<tr>
<td>disabled before benefits begin.</td>
<td></td>
</tr>
<tr>
<td>Illness benefits begin: The length of time you must be</td>
<td>Day 181</td>
</tr>
<tr>
<td>disabled before benefits begin.</td>
<td></td>
</tr>
<tr>
<td>Evidence of Insurability: A health statement requiring you</td>
<td>Health Statement may be required</td>
</tr>
<tr>
<td>to answer a few medical history questions.</td>
<td></td>
</tr>
<tr>
<td>Guarantee Issue: The 'guarantee' means you are not required</td>
<td>We Guarantee Issue $6000 in coverage</td>
</tr>
<tr>
<td>to answer health questions to qualify for coverage up to and</td>
<td></td>
</tr>
<tr>
<td>including the specified amount, when applicant signs up for</td>
<td></td>
</tr>
<tr>
<td>coverage during the initial enrollment period.</td>
<td></td>
</tr>
<tr>
<td>Minimum work hours/week: Minimum number of hours you must</td>
<td>Planholder Determines</td>
</tr>
<tr>
<td>regularly work each week to be eligible for coverage.</td>
<td></td>
</tr>
<tr>
<td>Pension Supplement Benefit</td>
<td>After the specified qualifying period,</td>
</tr>
<tr>
<td></td>
<td>payment, 10% to a maximum of $2000 per month</td>
</tr>
<tr>
<td>Pre-existing conditions: A pre-existing condition includes any</td>
<td>3 months look back; 12 months after limitation</td>
</tr>
<tr>
<td>condition/symptom for which you, in the specified time period</td>
<td></td>
</tr>
<tr>
<td>prior to coverage in this plan, consulted with a physician,</td>
<td></td>
</tr>
<tr>
<td>received treatment, or took prescribed drugs.</td>
<td></td>
</tr>
<tr>
<td>Survivor benefit: Additional benefit payable to your family</td>
<td>3 months</td>
</tr>
<tr>
<td>if you die while disabled.</td>
<td></td>
</tr>
</tbody>
</table>

UNDERSTANDING YOUR BENEFITS—DISABILITY (Some information may vary by state)

- Disability (long-term): For first two years of disability, you will receive benefit payments while you are unable to work in your own occupation. After two years, you will continue to receive benefits if you cannot work in any occupation based on training, experience and education.
- **Earnings definition**: Your covered salary excludes bonuses and commissions.
- **Special limitations**: Provides a 24-month benefit limit for mental health and substance abuse.
- **Work incentive**: Plan benefit will not be reduced for a specified amount of months so that you have part-time earnings while you remain disabled, unless the combined benefit and earnings exceed 100% of your previous earnings.

**Manage Your Benefits:**

Go to www.GuardianAnytime.com to access secure information about your Guardian benefits. Your on-line account will be set up within 30 days after your plan effective date.

**Need Assistance?**

Call the Guardian Helpline (888) 600-1600, weekdays, 8:00 AM to 8:30 PM, EST. Refer to your member ID (social security number) and your plan number: 00492283

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**A SUMMARY OF DISABILITY PLAN LIMITATIONS AND EXCLUSIONS**

- Evidence of Insurability is required on all late enrollees. This coverage will not be effective until approved by a Guardian underwriter. This proposal is hedged subject to satisfactory financial evaluation. Please refer to certificate of coverage for full plan description.

- You must be working full-time on the effective date of your coverage; otherwise, your coverage becomes effective after you have completed a specific waiting period.

- Employees must be legally working in the United States in order to be eligible for coverage. Underwriting must approve coverage for employees on temporary assignment: (a) exceeding one year; or (b) in an area under travel warning by the US Department of State. Subject to state specific variations.

- For Long-Term Disability coverage, we limit benefits for a disability caused or contributed to by a pre-existing condition unless the disability starts after you have been insured under this plan for a specified period of time. We limit the duration of payments for long term disabilities caused by mental or emotional conditions, or alcohol or drug abuse.

- We do not pay benefits for charges relating to a covered person: taking part in any war or act of war (including service in the armed forces) committing a felony or taking part in any riot or other civil disorder or intentionally injuring themselves or attempting suicide while sane or insane. This policy provides disability income insurance only. It does not provide "basic hospital", "basic medical", or "medical" insurance as defined by the New York State Insurance Department.

- If this plan is transferred from another insurance carrier, the time an insured is covered under that plan will count toward satisfying Guardian’s pre-existing condition limitation period. State variations may apply.

- When applicable, this coverage will integrate with NJ TDB, NY DBL, CA SDI, RI TDI, Hawaii TDI and Puerto Rico DBA. We do not pay benefits for charges relating to legal intoxication, including but not limited to the operation of a motor vehicle, and for the voluntary use of any poison, chemical, prescription or non-prescription drug or controlled substance unless it has been prescribed by a doctor and is used as prescribed. We limit the duration of payments for long term disabilities caused by mental or emotional conditions, or alcohol or drug abuse. We do not pay benefits during any period in which a covered person is confined to a correctional facility, an employee is not under the care of a doctor, an employee is receiving treatment outside of the US or Canada, and the employee’s loss of earnings is not solely due to disability.

- This policy provides disability income insurance only. It does not provide "basic hospital", "basic medical", or "medical" insurance as defined by the New York State Insurance Department.

This handout is for illustrative purposes only and is an approximation. If any discrepancies between this handout and your paycheck stub exist, your paycheck stub prevails.

Canisius College ALL OTHER ELIGIBLE EMPLOYEES Benefit Summary
The Guardian Life Insurance Company of America, 7 Hanover Square, New York, NY 10004
BENEFITS OFFSET NOTICE

Your Guardian Group Disability Policy (Policy) may provide that any Guardian Disability benefits you receive may be offset by Other Income/Benefits you or your dependents receive while you are receiving Guardian Disability Benefits. This means that Guardian may deduct the amount of any Other/Income Benefit payments made to you or your dependents from your weekly or monthly Guardian Disability Benefit prior to issuing payment. Examples of Other Income Benefits described in your Policy include:

- U.S. Social Security Disability Income or Retirement Benefits
- Disability or Retirement Benefits payable from any other source, including state mandated disability plans, U.S. Railroad Retirement plan or similar U.S./Canadian plan
- Salary earned or paid during your disability period, including sick leave, paid time off, severance payments, bonuses and commissions
- Workers’ Compensation benefits
- No-fault motor vehicle coverage benefits
- Distributions, profit sharing, royalties

Upon enrollment, please review your certificate booklet for the full definition of Other Income Benefits and provisions pertaining benefit offsets and overpayment recovery. If you or your dependents are awarded any Other Income Benefits, including lump sum payments while you are receiving Guardian Disability benefits, you should contact Guardian promptly to calculate the appropriate offset amount and prevent an overpayment of benefits.
# Guardian Life Insurance Company of America

## Group Insurance Enrollment/Change Form

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**Employer Name:** Canisius College  
**Group Plan Number:** 00492283  
**Benefits Effective:**

---

Please check appropriate box:  
- Initial Enrollment  
- Re-Enrollment  
- Add Employee/Dependents  
- Drop/Refuse Coverage  
- Information Change  
- Increase Amount  
- Family Status Change

---

**Class:** ALL OTHER ELIGIBLE EMPLOYEES  
**Division:**

---

Please obtain this from your Employer

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### About You:

- **First, MI, Last Name:**
- **Address:**
- **City:**
- **State:**
- **Zip:**
- **Gender:**
  - M  
  - F  
- **Date of Birth (mm-dd-yyyy):**
- **Phone:**
- **Email Address:**
- **Are you married or do you have a spouse?**
  - Yes  
  - No
- **Date of marriage/union:**
- **Do you have children or other dependents?**
  - Yes  
  - No
- **Placement date of adopted child:**

### About Your Job:

- **Hours worked per week:**
- **Job Title:**
- **Work Status:**
  - Active  
  - Retired  
  - Cobra/State Continuation
- **Date of full time hire:**
- **Annual Salary:**

### About Your Family: Please include the names of the dependents you wish to enroll for coverage. A dependent is a person who relies on you for financial support. Additional information may be required for non-standard dependents such as a grandchild, a niece or a nephew.

- **Spouse (First, MI, Last Name):**
- **Address/City/State/Zip:**
- **Phone:**
- **Gender:**
  - M  
  - F
- **Social Security Number:**
  - _____ - _____ - _____
- **Date of Birth (mm-dd-yyyy):**
  - _____ - _____ - _____
- **Status (check all that apply):**
  - Student (post high school)
  - Disabled
  - Non standard dependent

- **Child/Dependent 1:**
- **Address/City/State/Zip:**
- **Phone:**
- **Gender:**
  - M  
  - F
- **Social Security Number:**
  - _____ - _____ - _____
- **Date of Birth (mm-dd-yyyy):**
  - _____ - _____ - _____
- **Status (check all that apply):**
  - Student (post high school)
  - Disabled
  - Non standard dependent

- **Child/Dependent 2:**
- **Address/City/State/Zip:**
- **Phone:**
- **Gender:**
  - M  
  - F
- **Social Security Number:**
  - _____ - _____ - _____
- **Date of Birth (mm-dd-yyyy):**
  - _____ - _____ - _____
- **Status (check all that apply):**
  - Student (post high school)
  - Disabled
  - Non standard dependent

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CEF2014-NY
Questions Call the Guardian Helpline (888) 600-1600  
www.guardianlife.com

DETACH ENTIRE FORM AND RETURN TO YOUR EMPLOYER  
DATE FORM PUBLISHED: Sep 23, 2016
<table>
<thead>
<tr>
<th>Child/Dependent 3:</th>
<th></th>
<th>Add</th>
<th>Drop</th>
<th>Gender</th>
<th>Social Security Number</th>
<th>Status (check all that apply)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address/City/State/Zip:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Student (post high school)</td>
</tr>
<tr>
<td>Phone: ( ) -</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Disabled</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Child/Dependent 4:</th>
<th></th>
<th>Add</th>
<th>Drop</th>
<th>Gender</th>
<th>Social Security Number</th>
<th>Status (check all that apply)</th>
</tr>
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<tbody>
<tr>
<td>Address/City/State/Zip:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Student (post high school)</td>
</tr>
<tr>
<td>Phone: ( ) -</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Disabled</td>
</tr>
</tbody>
</table>

### Drop Coverage:
- Drop Employee
- Drop Dependents

The date of withdrawal cannot be prior to the date this form is completed and signed.

- Last Day of Coverage: __________-________-_______
- Termination of Employment
- Retirement
- Last Day Worked: __________-________-_______
- Other Event: __________-________-_______
- Date of Event: __________-________-_______

I have been offered the above coverage(s) and wish to drop enrollment for the following reasons:

- Covered under another insurance plan
- Other: __________________________________________

(additional information may be required)

### Basic Life Coverage:

**Benefit reductions apply. Please see plan administrator.**

**Policy Amount**
- Employee Only
- $50,000

The Guarantee Issue Amount is $50,000.
- I do not want this coverage.

**Name your beneficiaries:** (Primary beneficiary percentages must total 100%)

**Primary Beneficiaries:**
- Name: ____________________________ Social Security Number: __________-________-_______ %
  - Date of Birth (mm-dd-yyyy): ________-________-________
  - Address/City/State/Zip: ____________________________
  - Phone: ( ) - __________-________-________
  - Relationship to Employee: ____________________________

- Name: ____________________________ Social Security Number: __________-________-_______ %
  - Date of Birth (mm-dd-yyyy): ________-________-________
  - Address/City/State/Zip: ____________________________
  - Phone: ( ) - __________-________-________
  - Relationship to Employee: ____________________________

**Contingent Beneficiary:**
- Name: ____________________________ Social Security Number: __________-________-_______ %
  - Date of Birth (mm-dd-yyyy): ________-________-________
  - Address/City/State/Zip: ____________________________
  - Phone: ( ) - __________-________-________
  - Relationship to Employee: ____________________________

(In the event the primary beneficiaries are deceased, the contingent beneficiary will receive the benefit. Employer maintains beneficiary information.)

If this Basic Life policy is intended to replace your existing life insurance policy under your current employer, provide the amount of the previous policy $__________

**Important Notes:**
- Based on your plan benefits and age, you may be required to complete an evidence of insurability form for Basic Life.
LIFE INSURANCE continued

Voluntary Term Life Coverage: You must be enrolled to cover your dependents. Benefit reductions apply. Please see plan administrator.

Employee
Policy Amount Check one box only
☒ 1 times salary ☐ 2 times salary ☐ 3 times salary
You may select a multiple of your salary to a maximum of $300,000
The Guarantee Issue Amount is $200,000.
☒ I do not want this coverage

Add Voluntary Life for Spouse
☒ 50% of employee’s amount to maximum $150,000
The Guarantee Issue Amount is $10,000.
*The amount may not be more than 50% of the employee amount for Voluntary Life.
☒ I do not want this coverage

Add Voluntary Life for Dependent/Child(ren)
☒ 10% of employee’s amount to maximum $5,000
The Guarantee Issue Amount is $5,000.
*The amount may not be more than 10% of the employee amount for Voluntary Life.
☒ I do not want this coverage

Important Notes:
• Based on your plan benefits and age, you may be required to complete an evidence of insurability form for Voluntary Life.

Name your beneficiaries: (Primary beneficiary percentages must total 100%) If electing different beneficiaries that are not the same as those named for Basic Life, please name below.

Primary Beneficiaries:
Name:_________________________ Social Security Number:_______-____-_____
Date of Birth (mm-dd-yy):______-____-_____
Address/City/State/Zip:_____________________
Phone: ( ) ___________ Relation to Employee:_________________________

Name:_________________________ Social Security Number:_______-____-_____
Date of Birth (mm-dd-yy):______-____-_____
Address/City/State/Zip:_____________________
Phone: ( ) ___________ Relation to Employee:_________________________

Contingent Beneficiary:
Name:_________________________ Social Security Number:_______-____-_____
Date of Birth (mm-dd-yy):______-____-_____
Address/City/State/Zip:_____________________
Phone: ( ) ___________ Relation to Employee:_________________________

(In the event the primary beneficiaries are deceased, the contingent beneficiary will receive the benefit. Employer maintains beneficiary information.)

Long-Term Disability (LTD) Coverage:

Monthly Benefit
☒ 60% of salary to a maximum of $6,000
☒ I do not want this coverage.
Signature

- I understand that life insurance coverage for a dependent, other than a newborn child, will not take effect if that dependent is confined to a hospital or other health care facility, or is home confined, or is unable to perform the normal activities of someone of like age and sex.
- I understand that my dependent(s) cannot be enrolled for a coverage if I am not enrolled for that coverage.
- I understand that the premium amounts shown above are estimations and are for illustrative purposes only.
- Submission of this form does not guarantee coverage. Among other things, coverage is contingent upon underwriting approval and meeting the applicable eligibility requirements as set forth in the applicable benefit booklet.
- I understand that I must be actively at work or my elected coverage will not take effect until I have met the eligibility requirements (as defined in the benefit booklet.) This does not apply to eligible retirees.
- If coverage is waived and you later decide to enroll, late entrant penalties may apply. You may also have to provide, at your own expense, proof of each person’s insurability. Guardian or its designee has the right to reject your request.
- Plan design limitations and exclusions may apply. For complete details of coverage, please refer to your benefit booklet. State limitations may apply.
- Your coverage will not be effective until approved by a Guardian or its designated underwriter.
- I hereby apply for the group benefit(s) that I have chosen above.
- I understand that I must meet eligibility requirements for all coverages that I have chosen above.
- I agree that my employer may deduct premiums from my pay if they are required for the coverage I have chosen above.
- I acknowledge and consent to receiving electronic copies of insurance related documents, in lieu of paper copies, to the extent permitted by applicable law.
- I voluntarily agree to that arrangement. ❑ I do not agree to that arrangement. I understand that I may change my election by providing Guardian 30 day prior written notice.
- I state that the information provided above is true and correct to the best of my knowledge.

Any person who with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially, false information, or conceals for purpose of misleading information concerning any fact material hereto, commits a fraudulent insurance act, which is a crime, and may also be subject to civil Penalties, or denial of insurance benefits (Does not apply to Life Insurance).

Receipt of accelerated death benefits may affect eligibility for public assistance programs and may be taxable. A discount is associated with the accelerated death benefits. A fee of up to $250.00 will be required for the administrative cost of evaluating and processing Your application for this benefit.

The Policy permits the group Policyholder to change, reduce, restrict or terminate Your rights or benefits under the Policy without Your consent; and b) such change, reduction, restriction or termination may occur at a time when Your health status has changed and may affect Your ability to procure individual coverage. The state in which you reside may have a specific state fraud warning. Please refer to the attached Fraud Warning Statements page.

The laws of New York require the following statement appear: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation. (Does not apply to Life Insurance.)

SIGNATURE OF EMPLOYEE X ______________________________ DATE __________________________

Fraud Warning Statements

The laws of several states require the following statements to appear on the enrollment form:

Alabama: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or who knowingly presents false information in an application for insurance is guilty of a crime and may be subject to restitution fines or confinement in prison, or any combination thereof.

Arizona: For your protection Arizona law requires the following statement to appear on this form. Any person who knowingly presents a false or fraudulent claim for payment of a loss is subject to criminal and civil penalties.

California: For your protection California law requires the following to appear on this form: The falsity of any statement in the application shall not bar the right to recovery under the policy unless such false statement was made with actual intent to deceive or unless it materially affected either the acceptance of the risk or the hazard assumed by the insurer.

Colorado: It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance, and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policy holder or claimant for the purpose of defrauding or attempting to defraud the policy holder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado Division of Insurance within the Department of Regulatory Agencies.
Connecticut, Iowa, Nebraska, and Oregon: Any person who knowingly, and with intent to defraud any insurance company or other person, files an application of insurance or statement of claim containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto, may be guilty of a fraudulent insurance act, which may be a crime, and may also be subject to civil penalties.

Delaware, Indiana and Oklahoma: WARNING: Any person who knowingly, and with intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.

District of Columbia: WARNING: It is a crime to provide false or misleading information to an insurer for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits, if false information materially related to a claim was provided by the applicant.

Florida: Any person who knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of a felony of the third degree.

Kansas: Any person who knowingly, and with intent to defraud any insurance company or other person, files an application of insurance or statement of claim containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto, may be guilty of insurance fraud as determined by a court of law.

Kentucky: Any person who knowingly and with intent to defraud any insurance company or other person files a statement of claim containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime.

Louisiana and Texas: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit is guilty of a crime and may be subject to fines and confinements in state prison.

Maine, Tennessee and Washington: It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties may include imprisonment, fines or a denial of insurance benefits.

Maryland: Any person who knowingly or willfully presents a false or fraudulent claim for payment of a loss or benefit or knowingly or willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

Rhode Island: Any person who knowingly and willfully presents a false or fraudulent claim for payment of a loss or benefit or knowingly and willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

Minnesota: A person who files a claim with intent to defraud or helps commit a fraud against an insurer is guilty of a crime.

New Hampshire: Any person who, with a purpose to injure, defraud or deceive any insurance company, files a statement of claim containing any false, incomplete or misleading information is subject to prosecution and punishment for insurance fraud, as provided in N.H. Rev. Stat. Ann. § 638:20.

New Jersey: Any person who knowingly files a statement of claim containing any false or misleading information is subject to criminal and civil penalties.

New Mexico: Any person who knowingly presents a false or fraudulent claim for payment or a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to civil fines and criminal penalties or denial of insurance benefits.

Ohio: Any person who with intent to defraud or knowing that he/she is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.

Pennsylvania: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

Vermont: Any person who knowingly presents a false statement in an application for insurance may be guilty of a criminal offense and subject to penalties under state law.

Virginia: Any person who with intent to defraud or knowing that he/she is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement may have violated state law.