

Policy Number: _____ Section Number: _____ ID Number: _____

COMPLETE ONLY AREAS AFFECTED BY THE CHANGE AND SIGN

Employee First Name: _____ Last Name: _____

Address (Street & Number): _____

City/Town: _____ Province: _____ Postal Code: _____

Date of Birth: _____ Telephone Number: _____ Language Preferred: English French
DD/MM/YYYY

Coverage Revision

Coverage Requested: Individual Single Parent* Family* Couple Effective Date of Change: _____
DD/MM/YYYY

*Please complete the following information

	First Name	Last Name	Date of Birth DD/MM/YYYY	Gender M/F	A - Add C - Change D - Delete
Spouse¹				<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> A <input type="checkbox"/> C <input type="checkbox"/> D
Dependents				<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> A <input type="checkbox"/> C <input type="checkbox"/> D
				<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> A <input type="checkbox"/> C <input type="checkbox"/> D
				<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> A <input type="checkbox"/> C <input type="checkbox"/> D
				<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> A <input type="checkbox"/> C <input type="checkbox"/> D

¹If the employee is adding a spouse, please provide us with the wedding date or the date of co-habitation for a marriage not legally contracted.

Date (DD/MM/YYYY): _____

New Weekly Salary: Amount: \$ _____ Effective Date (DD/MM/YYYY): _____

Waiver of Benefits: • Since I am covered under my spouse's group policy, I want to waive the following benefit(s): Health Dental
• Insurance company of spouse's plan: _____
• Identification Number: _____

Participant's Signature: _____ Date (DD/MM/YYYY): _____

Return to participation to Health and/or Dental benefits after earlier waiver of benefits:
Effective Date - Termination of spouse's coverage (DD/MM/YYYY): _____

Application for Optional Life Insurance: Amount Requested: \$ _____ (Evidence of health form to be completed)

Temporary Layoff **Authorized Leave of Absence** **Maternity or Parental Leave**
Effective Date of Leave (DD/MM/YYYY): _____ Expected Date of Return - Mandatory (DD/MM/YYYY): _____

Return to Work: Date of Return (DD/MM/YYYY): _____

End of Employment **Retirement** **Death**
Date of Event (DD/MM/YYYY): _____

Group Administrator's Signature: _____

Participant's Signature: _____

Date (DD/MM/YYYY): _____