



# Life Insurance Portability and Conversion

[input group name here]

[date]



If your group life insurance ends due to termination of employment or because you are no longer eligible under the group plan, you may be able to continue your coverage through the portability option or convert it to an individual life insurance policy. The table below explains Portability and Conversion.

	Portability	Conversion
<b>What Coverage Can Be Continued? Please Refer to Your Policy to See What Coverage Is Currently Offered.</b>	<ul style="list-style-type: none"> <li>Basic Life and Accidental Death and Dismemberment (AD&amp;D)</li> <li>Employee Supplemental Life</li> <li>Child Supplemental Life</li> <li>Cannot port spouse or child coverage unless employee coverage is ported</li> </ul>	<ul style="list-style-type: none"> <li>Basic Life</li> <li>Employee Supplemental Life</li> <li>Spouse Supplemental Life</li> <li>Child Supplemental Life</li> </ul>
<b>Type of Insurance</b>	Group Term Life Insurance	Individual Life Insurance
<b>Election Period</b>	Must be completed within 31 days of the date employer-sponsored coverage ends	Must be completed within 31 days of the date employer-sponsored coverage ends
<b>Amount</b>	All or some of the coverage in-force at the time employment ends but not more than \$300,000	All or part of the amount of the life insurance benefit that is ending
<b>Benefits Excluded</b>	Waiver of Premium, Living Benefit, Repatriation Benefit, AD&D Benefit	Individual Conversion Policy provisions apply
<b>Guarantee Issue</b>	No medical questions	No medical questions

	Portability	Conversion
When Coverage Ends	<ul style="list-style-type: none"> <li>• At retirement</li> <li>• Attainment of Social Security Normal Retirement Age</li> <li>• 24 months from the effective date of portable coverage</li> <li>• When premium is no longer paid</li> </ul>	When Premium is no longer paid
Rates	Group rates based on age. Rates are different than the rates you paid as an active employee. Can be billed quarterly, semi-annually, or annually. A \$5.00 administrative fee is added to each billing statement	Individual rates based on age. Premium is paid annually.
Eligibility	<ul style="list-style-type: none"> <li>• Must be insured under the group plan for at least 12 consecutive months prior to last day of employment</li> <li>• Must be under age 65</li> <li>• Cannot be disabled</li> <li>• Cannot be retired</li> <li>• Termination must not be due to gross misconduct</li> <li>• Cannot be insured under any other group term life insurance plan</li> </ul>	Must be insured under the group plan.

Please refer to your certificate of insurance for more detailed information.



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