

Intent to Convert Accidental Death & Dismemberment Coverage

Employees terminating coverage under the Chambers Plan may apply to have the face amount of their AD&D insurance converted to an individual policy. The contract allows the individual 90 days from the date of termination to apply. Applying does not mean simply contacting us within 90 days of termination, but rather Sutton Special Risk/Lloyd's receiving a signed application and premium deposit. The process involves:

- contacting our office by filling out this *Accidental Death & Dismemberment Conversion* form
- the individual returning the application and premium to Sutton Special Risk/Lloyd's.

EMPLOYEE INFORMATION

Employee's Name _____ Firm # _____ Certificate # _____

Smoker Non-Smoker

Termination Date _____

Conversion Information is to be sent to: Employee Advisor Firm

Conversion Information is to be forwarded via: Fax Fax # (including area code) (_____) _____

Email Email Address _____

Mail Address _____

Please provide a phone number where we can reach you during the day if we have any questions. (_____) _____

I understand that my written application for conversion and the first premium must be submitted to Sutton Special Risk/Lloyd's. within 90 days of the date of termination of my group insurance plan.

Employee's Signature _____ Date _____

**Please fax this form to our office at (204) 774-6698 or 1-800-457-8410 or mail to:
Chambers of Commerce Group Insurance Plan®
1051 King Edward Street
Winnipeg, Manitoba R3H 0R4
chambers@johnstongroup.ca**