

Existing Group Enrollment and Change Form



An Amwins Company

Please complete, sign and date this form.

EMPLOYER INFORMATION			
Group Name:		CoPower ID:	
Contact Person:		Contact E-mail:	
Contact Phone: () -			
EMPLOYEE INFORMATION			
First Name:	Last Name:	Suffix:	Gender: <input type="checkbox"/> M <input type="checkbox"/> F
Date of Birth: / /	SSN: - -	Date of Hire: / /	
Street Address:			
City:		State:	Zip:
Phone Number: () -		Effective Date (1 st of the month ONLY): / /	
Employee E-mail:			
REASON FOR ENROLLMENT OR CHANGE (Check One)			
<input type="checkbox"/> New Group Enrollment			
<input type="checkbox"/> Open Enrollment (review group plan contract to verify availability)			
<input type="checkbox"/> New Hire (<i>Effective 1st of the month following eligibility period</i>)			
<input type="checkbox"/> Re-hire			
<input type="checkbox"/> Part Time to Full Time		Hire Date: / /	F/T Date: / /
<input type="checkbox"/> Loss of Coverage (requires proof of loss of coverage – a letter from carrier or employer)			
<input type="checkbox"/> Fed-COBRA Enrollment:		Qualifying Event Date: / /	
<input type="checkbox"/> Name or SSN Change		Previous Name or SSN:	
<input type="checkbox"/> Employee Address Change:			
<input type="checkbox"/> Other: 			
<input type="checkbox"/> Dependent Change: Reason:		Qualifying Event Date: / /	
PRODUCT SELECTION(S)			
Bundled Plans <input type="checkbox"/> CoPower ONE PPO <input type="checkbox"/> CoPower ONE HMO <input type="checkbox"/> CoPower SUITE PPO <input type="checkbox"/> CoPower SUITE HMO			
Dental (D)	Delta: <input type="checkbox"/> PPO <input type="checkbox"/> HMO <input type="checkbox"/> Premier MetLife: <input type="checkbox"/> PPO <input type="checkbox"/> HMO <input type="checkbox"/> <i>SELECT</i> Anthem: <input type="checkbox"/> PPO <input type="checkbox"/> HMO Plan Name:		HMO ONLY Office Name: Office ID #: <small>MetLife HMO does not assign provider</small>
Vision (V)	<input type="checkbox"/> Anthem <input type="checkbox"/> VSP <input type="checkbox"/> MetLife Plan Name:		
Life (L)	<input type="checkbox"/> Anthem Life <input type="checkbox"/> Unum Life* <input type="checkbox"/> Unum LTD <small>*Use Unum Voluntary Life app for voluntary life plans.</small> <input type="checkbox"/> MetLife Life <input type="checkbox"/> MetLife LTD <input type="checkbox"/> MetLife STD <input type="checkbox"/> MetLife (voluntary) Plan Name:		
Life Amount: \$.00		Est. Annual Salary <small>(Round up to 100)</small> \$.00	
Landmark (LM) <input type="checkbox"/> Chiropractic ONLY <input type="checkbox"/> Chiropractic + Acupuncture <input type="checkbox"/> Acupuncture ONLY			

SPOUSE/DOMESTIC PARTNER TO BE ENROLLED OR TERMINATED:			
<input type="checkbox"/> Enroll <input type="checkbox"/> Term		Relationship to Employee: <input type="checkbox"/> Spouse <input type="checkbox"/> Domestic Partner	
First Name:		Last Name:	Suffix
Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female		Date of Birth: / /	
Plan Selection(s): <input type="checkbox"/> CoPower ONE <input type="checkbox"/> CoPower SUITE <input type="checkbox"/> Dental <input type="checkbox"/> Vision <input type="checkbox"/> Life <input type="checkbox"/> Landmark			
Address (if different):			
City:		State:	Zip:
DEPENDENT CHILD(REN) TO BE ENROLLED OR TERMINATED:			
<input type="checkbox"/> Enroll <input type="checkbox"/> Term		Relationship to Employee: <input type="checkbox"/> Child <input type="checkbox"/> Disabled Child	
First Name:		Last Name:	Suffix
Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female		Date of Birth: / /	
Plan Selection(s): <input type="checkbox"/> CoPower ONE <input type="checkbox"/> CoPower SUITE <input type="checkbox"/> Dental <input type="checkbox"/> Vision <input type="checkbox"/> Life <input type="checkbox"/> Landmark			
Address (if different):			
City:		State:	Zip:
<input type="checkbox"/> Enroll <input type="checkbox"/> Term		Relationship to Employee: <input type="checkbox"/> Child <input type="checkbox"/> Disabled Child	
First Name:		Last Name:	Suffix
Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female		Date of Birth: / /	
Plan Selection(s): <input type="checkbox"/> CoPower ONE <input type="checkbox"/> CoPower SUITE <input type="checkbox"/> Dental <input type="checkbox"/> Vision <input type="checkbox"/> Life <input type="checkbox"/> Landmark			
Address (if different):			
City:		State:	Zip:
<input type="checkbox"/> Enroll <input type="checkbox"/> Term		Relationship to Employee: <input type="checkbox"/> Child <input type="checkbox"/> Disabled Child	
First Name:		Last Name:	Suffix
Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female		Date of Birth: / /	
Plan Selection(s): <input type="checkbox"/> CoPower ONE <input type="checkbox"/> CoPower SUITE <input type="checkbox"/> Dental <input type="checkbox"/> Vision <input type="checkbox"/> Life <input type="checkbox"/> Landmark			
Address (if different):			
City:		State:	Zip:
EMPLOYEE SIGNATURE:			SIGNATURE DATE: / /