

**Group Employee Benefits**  
 Portability of Basic, Supplemental  
 and Voluntary Term Life Insurance  
 (Employee, Spouse and Child/ren)

Regular/Express Mail:  
 Equitable  
 P.O. Box 733464  
 Dallas, TX 75373-3464



**EQUITABLE**

Equitable Financial Life Insurance Company  
 For Assistance Call (866) 274-9887

**EMPLOYER USE SECTION: TO BE COMPLETED BY THE EMPLOYER**

Name of Employer: \_\_\_\_\_ Policy #: \_\_\_\_\_

Name of Employee: \_\_\_\_\_ Class: \_\_\_\_\_

Basic coverage Amount Eligible to Port (if applicable) Employee \_\_\_\_\_ Spouse \_\_\_\_\_ Child \_\_\_\_\_

Supplemental/Voluntary Coverage Amount Eligible to Port: Employee \_\_\_\_\_ Spouse \_\_\_\_\_ Child \_\_\_\_\_

Employment Termination Date \_\_\_\_\_

Month/Day/Year

**Reason for Termination of Group Insurance:**

- Termination of Employment       Disability       Other: \_\_\_\_\_  
 Cancellation of Group Contract       Retirement

Date Notice Provided: \_\_\_\_\_  
 Month/Day/Year

Employer Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Month/Day/Year

**NOTE TO EMPLOYER:** Be sure to check the group policy regarding portability limitations and assignments. Notice must be provided to the Owner of this coverage. The Owner may be other than the employee or dependent.

**1. Employee Information**

Home Address: \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Day Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_ Social Security #: \_\_\_\_\_ Birthdate: \_\_\_\_\_

**1. If you wish to continue your supplemental/voluntary coverage, please make election below:** Month/Day/Year

- Continue amount of supplemental/voluntary coverage currently in force

**2. Have you applied for: (Check all that apply)**

Conversion      Application Date: \_\_\_\_\_  
 Month/Day/Year

Accelerated Death Benefit      Application Date: \_\_\_\_\_  
 Month/Day/Year

**2. Spouse Information**

Spouse Name: \_\_\_\_\_ Social Security #: \_\_\_\_\_ Month/Day/Year

**1. If you wish to continue voluntary coverage for your spouse, please make election below:**

- Continue amount of coverage currently in force

**2. Has your spouse applied for: (Check all that apply)**

Conversion      Application Date: \_\_\_\_\_  
 Month/Day/Year

Accelerated Benefit/Terminal Illness Benefit      Application Date: \_\_\_\_\_  
 Month/Day/Year

### 3. Child(ren) Information

Do you wish to continue your children coverage?  Yes  No

Please note, you cannot port child coverage unless the child meets the age and dependency requirements as defined in the group policy.

### 4. Beneficiary Information

You must specify a beneficiary(ies) by completing the section below. When specifying multiple beneficiaries, you must indicate the percentage of distribution for each and the total must equal 100%. If there is not enough room to specify all beneficiaries, attach, sign and date a separate sheet of paper using the format below.

Beneficiary Name, Address and Phone # (Employee Coverage)	Percentage	Social Security #	Date of Birth <i>Month/Day/Year</i>	Relationship
Beneficiary Name, Address and Phone # (Spouse Coverage)	Percentage	Social Security #	Date of Birth <i>Month/Day/Year</i>	Relationship
Beneficiary Name, Address and Phone # (Children Coverage)	Percentage	Social Security #	Date of Birth <i>Month/Day/Year</i>	Relationship

## 5. Signature

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Month/Day/Year

### **Complete this section only if the owner is other than the Employee**

Owner – The owner is the person who has the right to assign, surrender and exercise all other rights contained in the contract. If no other owner is designated, the Employee shall be the owner. All correspondence and premium notices will be mailed to the owner and/or provided to the owner electronically as applicable.

Name of Owner: \_\_\_\_\_ Tax I.D./Social Security #: \_\_\_\_\_

Street Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Must be signed by Owner if other than employee) Month/Day/Year

## 6. General Information

1. **RATES** – Please note that rates are subject to change. If you would like an estimated premium before applying for coverage, please call (866) 274-9887.
2. **DEADLINE**- You have 31 days from the date in which you are no longer part of an Eligible Class as defined in your certificate to exercise the portability option.
3. **BILLING** – Please provide a 3-month premium payment with the submission of this form. After your application is processed, you will be billed on a monthly basis. After the initial bill, you will receive your bill approximately 15 days in advance of the due date. In order to keep your coverage in force, you must pay your premiums promptly. Make all check payments payable to:  
Employers Headquartered in NY and PR: **Equitable Financial Life Insurance Company or Equitable Financial**
4. **COVERAGE TERMINATIONS AND REDUCTIONS** – Any age-related reductions in insurance continue to apply. You will need to contact the address shown on the first page when a child is no longer eligible for coverage (refer to your certificate for additional information). When your coverage under the group policy ceases for reasons other than non-payment of premium, you can convert this coverage to any individual permanent policy then offered by Equitable. Please contact Equitable at [EBCustomerservice@equitable.com](mailto:EBCustomerservice@equitable.com) or (866) 274-9887 and we will provide you with the appropriate forms. At any time that you wish to cancel coverage for yourself, your spouse, and/or children, please call Equitable for instructions.
5. Complete this form, sign and date, and return to **Employee Benefits Group** at the address shown on page 1, with a check or money order. For questions, please call Equitable at (866) 274-9887.
6. If you (the employee) return to work with your current employer, you must notify us immediately as your portability must be discontinued.

Equitable is the brand name of the retirement and protection subsidiaries of Equitable Holdings, Inc., including Equitable Financial Life Insurance Company (NY, NY); Equitable Financial Life Insurance Company of America, an AZ stock company with an administrative office located in Charlotte, NC; and Equitable Distributors, LLC. Equitable Advisors is the brand name of Equitable Advisors, LLC (member FINRA, SIPC) (Equitable Financial Advisors in MI & TN). The obligations of Equitable Financial Life Insurance Company and Equitable Financial Life Insurance Company of America are backed solely by their claims-paying abilities.

## State Fraud Warnings

### New York Fraud Warning:

“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.”

**NY STATE RESIDENTS READ AND SIGN ONLY:** I have read and understood the New York State Fraud Warning.

Signature: \_\_\_\_\_  
Employee's Signature Current Date (mm/dd/yyyy)

**Alabama, Arkansas, District of Columbia, Louisiana, Maryland, New Mexico, Rhode Island, Texas, West Virginia:** 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 civil and criminal penalties, including fines and confinement in prison.

**Alaska and 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 under state law.

**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 statement to appear on this form. Any person who knowingly presents false or fraudulent information to obtain or amend insurance coverage or to make a claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.

**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 policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder 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.

**Delaware, Florida, Idaho, Indiana, and Oklahoma:** Any person who knowingly, and with intent to injure, defraud or deceive any insurer, files a statement of claim containing any false, incomplete or misleading information is guilty of a felony.

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

**Kentucky and Pennsylvania:** Any person who knowingly and with the 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 may be subject to criminal and civil penalties.

**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 Jersey:** Any person who includes any false or misleading information on an application for an insurance policy is subject to criminal and civil penalties.

**Ohio:** Any person who, with intent to defraud or knowing that he 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.

**Oregon and All Other States:** Any person who, with intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement that is material to the interests of an insurer may be guilty of insurance fraud.

**Puerto Rico:** Any person who knowingly and with the intention of defrauding presents false information in an insurance application, or presents, helps, or causes the presentation of a fraudulent claim for the payment of a loss or any other benefit, or presents more than one claim for the same damage or loss, shall incur a felony and, upon conviction, shall be sanctioned for each violation with the penalty of a fine of not less than five thousand (5,000) dollars and not more than ten thousand (10,000) dollars, or a fixed term of imprisonment for three (3) years, or both penalties. Should aggravating circumstances be present, the penalty thus established may be increased to a maximum of five (5) years, if extenuating circumstances are present, it may be reduced to a minimum two (2) years.