LD

University of Michigan
Group No. 84460

For HRRIS BTT Use Only
Event Date _____

Input Elections _____

Group Term Life Insurance Withdrawal Form

Print all information in **black** ink.

1. Faculty or Staff Member Information.

Name (Last, First, Middle Initial)		UMID	U.S. Social Security Number (if UMID is unknown)	
Street Address		City	State	Zip
Date of Birth	Date of Hire (Service Date)	Email Address	Daytime Phone Number	

2. I choose to withdraw from the following Group Life Insurance plan(s).

Check the box next to the University of Michigan Group Life Insurance plan(s) from which you wish to withdraw.

☐ University Group Life Insurance

☐ Optional Group Life Insurance

☐ Dependent Group Term Life Insurance Spouse or Same-Sex Domestic Partner

☐ Dependent Group Term Life Insurance Child(ren)

3. Group Life Insurance Coverage Withdrawal Certification and Signature.

Complete this section to disenroll from the University of Michigan Group Life Insurance plan(s) you indicated above.

I do not wish to participate at this time in the indicated Group Life Insurance Plan(s) offered by the University. I understand if I want coverage in the future, I must furnish evidence of satisfactory insurability.

_____ _____

Signature of Faculty or Staff Member | Date Signed

UNIVERSITY OF MICHIGAN
HUMAN RESOURCES
Benefits Office

Questions?
If you have any questions, view the Benefits Office Web site at www.umich.edu/~benefits, or call the HR/Payroll Service Center at 734-615-2000 or 866-647-7657 (toll free for off-campus long-distance calls within the U.S.).

How to Return Your Signed and Completed Form

By FAX

Fax it to 734-763-0363.
Keep a copy of the fax transmission report with your form in your records.

By Mail

Make a copy for your records and send the original by **Campus Mail or U.S. Mail to:**
HRRIS Benefits Transaction Team
4073 Wolverine Tower
3003 South State Street
Ann Arbor, MI 48109-1281

Drop It Off In Person

Bring a photocopy of your completed form and ask the receptionist to stamp your form "received" for your records.

U-M Ann Arbor
HR Service Center
Wolverine Tower – Low Rise G250
3003 South State Street
Ann Arbor, MI 48109-1278

U-M Flint
UHR – Flint
213 University Pavilion
303 East Kearsley Street
Flint, MI 48502-1950