



Page 1 of 8



# THE GUARDIAN LIFE INSURANCE COMPANY OF AMERICA

Guardian Life, P.O. Box 14319, Lexington, KY 40512			Please print clearly and mark carefully.					
Employer Name: DAEMEN UNIVERSITY			Number: <b>0032470</b>	17	Benefits Effective:			
PLEASE CHECK APPROPRIATE BOX 🚨 Initial Enroll	ment 🔲 Add Employo	ee/Dependent	ts 🗖 Drop/Refuse	e Coverage 🔲	Information Change			
Class: STAFF Division:	Subtotal Code:(			(Please obtain this from your Employer)				
About You: First, MI, Last Name:	Employer Provided Identificati		Your Social Secu	Social Security Number or Taxpayer Number (TIN)				
Address	City		Coverage and/or	Long Term Disab	State	Zip		
Gender: □ M □ F         Date o           Phone (indicate primary): □ Home ()           □ Work ()           □ Mobile ()		·	_					
Email Address (indicate primary)  Home								
About Your Job: Job Title:								
Work Status: ☐ Active ☐ Retired ☐ Cobra/State Continuation Hours worked per week:	Date of full time hir	re:		Annual Sal	ary: \$	_		
About Your Family: Please include the names of the dependents you wish to enroll for coverage. If additional space is needed, please attach a separate sheet of paper with this information along with your enrollment form. Your dependent's Social Security Number or TIN must be provided if enrolling for Life Coverage. Be sure to sign and date (mm-dd-yy) the paper and keep a copy for your records. Additional infomration mau be required for non-standard dependents such as a grandhcild, a niece or a nephew.								
Spouse (wherever the term "Spouse" appears on this  Address/City/State/Zip:	form, it also includes "Pa	′	Ider   Social Securi IN □ F   TIN	ty Number or				
Phone: ( ) -			Date of Birth	(mm-dd-yyyy)				
Child/Dependent 1:  Address/City/State/Zip:  Phone: ( ) -	Add	□ Drop Gen	Л □ F   TIN	·	tatus (check all that app 3 Student (post high scl 3 Non standard depende	hool) 🖵 Disabled		

Child/Dependent 2:	☐ Add	☐ Drop	Gender	Social Security Number or TIN	Status (check all that apply) ☐ Student (post high school) ☐ Disabled	
			□ M □ F		□ Non standard dependent	
Address/City/State/Zip:				Date of Birth (mm-dd-yyyy)		
Phone: ( ) -						
Child/Dependent 3:	☐ Add	☐ Drop	Gender	Social Security Number or TIN	Status (check all that apply) ☐ Student (post high school) ☐ Disabled	
Address/City/State/Zip:			□ M □ F		□ Non standard dependent	
Phone: ( ) -				Date of Birth (mm-dd-yyyy)		
Child/Dependent 4:	☐ Add	☐ Drop	Gender	Social Security Number or TIN	Status (check all that apply) ☐ Student (post high school) ☐ Disabled	
Address/City/State/Zip:					☐ Non standard dependent	
Phone: ( ) -				Date of Birth (mm-dd-yyyy)		
Drop Coverage:         □ Drop Employee       □ Drop Dependents         The date of withdrawal cannot be prior to the date this form is completed and signed.         Last Day of Coverage:			Coverage Being Dropped:  Dental			
Loss Of Other Coverage: I and/or my dependents were previously covered under Loss of coverage was due to:  Termination of Employment:			I have been offered the above coverage(s) and wish to drop enrollment for the following reasons:  ☐ Covered under another insurance plan ☐ Other			
□ Divorce/Separation □ Death of Spouse □ Termination/Expiration of Coverage Coverage Lost □ Dental □ Vision			(additional information may be required)			
Dental Coverage: You must be enrolled to cover your dependents. Check only one box.						
Employee Only EE, Spouse & Dependent/Child(ren)						
□ I do not want Dental Coverage because (Check all that apply):						
□ I am covered under another Dental plan □ My spouse is covered under another Dental plan □ My dependents are covered under another Dental plan						

Please print employee name:

Vision Coverage: You must be enrolled to cover your dependents.		. Check only one box.
	Employee Only	EE, Spouse & Dependent/Child(ren)
Option 1: Full Feature		
Option 2: Full Feature - Designer		
☐ I do not want this Vision cover	age because (Check all that apply):	
	'	
· '	d under another Vision plan overed under another Vision plan	

### Basic Life Coverage with Accidental Death and Dismemberment (AD&D): Benefit reductions apply. Please see plan administrator. The amount of life insurance coverage you select may be either a specific dollar amount or an amount that is a multiple of your salary and may be subject to certain reductions as stated in the certificate of coverage covering you or your dependents. Name your beneficiaries: (Primary beneficiary percentages must total 100%) **Policy Amount Employee Only** If additional space is needed, please attach a separate sheet of paper with this ☑ \$50,000 infformation along with your enrollment form. Be sure to sign and date (mm-dd-yy) the The Guarantee Issue paper and keep a copy for your records. Amount is \$50,000. Primary Beneficiaries: Name:\_\_\_\_\_\_ Social Security Number:\_\_\_\_\_ %\_\_\_ Date of Birth (mm-dd-yy): - - Address/City/State/Zip: Relationship to Employee:\_\_ Social Security Number:\_\_\_\_\_ % Name: Date of Birth (mm-dd-yy): - - Address/City/State/Zip:\_\_\_\_\_ Relationship to Employee:\_\_\_ Phone: ( ) -Contingent Beneficiary: \_\_\_\_\_ Social Security Number: \_\_\_\_-Date of Birth (mm-dd-yy): - - Address/City/State/Zip: Relationship to Employee:\_ Phone: ( ) -(In the event the primary beneficiaries are deceased, the contingent beneficiary will receive the benefit. Employer maintains beneficiary information.) Please contact your employer for any record of or changes to your beneficiary information. Spouse and dependent child(ren) - If the intended beneficiary is to be someone other than the employee, please complete the Beneficiary Designation form. Attention: If any of the beneficiaries named above is a minor (a person under the age of 18 or 21, depending on their state of residency), state law may limit Guardian's ability to pay life insurance proceeds directly to them for as long as they remain a minor. State Uniform Transfers to Minors Act (UTMA) laws, where applicable, may allow for the normal course of payment of these proceeds, or a portion thereof, to the minor beneficiary's designated Custodian to manage on the minor's behalf until they reach adult age. At that time, the proceeds are turned over to the adult child, who can use the proceeds in any way he or she chooses. Are any of the beneficiaries identified above considered a minor in the state in which they reside? Check one box only. $\square$ Yes $\square$ No If you answered "Yes", please name the legally designated UTMA Custodian for all minor beneficiaries you have designated: Custodian to Minor Beneficiaries: Name: Social Security Number (or FEIN/TIN # if a corporate entity): Date of Birth (mm-dd-yyyy) (if an individual): Address/City/State/Zip: \_\_\_\_ Phone: ( ) If this Basic Life policy will replace your existing life insurance policy under your current employer, provide the amount of the previous policy \$ Important Notes: Based on your plan benefits and age, you may be required to complete an evidence of insurability form.

## LIFE INSURANCE continued

Voluntary Term Life Coverage: You must be enrolled to cover your dependents. Benefit reductions apply. Please see plan administrator.					
The amount of life insurance coverage you select may be either a specific dollar amount or an amount that is a multiple of your salary and may be subject to certain reductions as stated in the certificate of coverage covering you or your dependents.  Employee					
Policy Amount  □ \$10,000  □ \$70,000  □ \$130,000  □ \$190,000  □ \$250,000	Check one box only  □ \$20,000 □ \$80,000 □ \$140,000 □ \$200,000	□ \$30,000 □ \$90,000 □ \$150,000* □ \$210,000	□ \$40,000 □ \$100,000 □ \$160,000 □ \$220,000	\$50,000 \$110,000 \$170,000 \$230,000	□ \$60,000 □ \$120,000 □ \$180,000 □ \$240,000
Guarantee Issue up to: Employee Less than age 65 \$150,000*, 65-69 \$50,000, 70+ \$10,000. The Health History section must be completed if any amount above the Guarantee Issue Amount is elected.  ☐ I do not want this coverage					
Add Voluntary Life	for Spouse				
·	\$10,000* \$40,000 \$70,000 \$100,000  to: Spouse Less than age 65 \$			□ \$25,000 □ \$55,000 □ \$85,000 □ \$115,000	□ \$30,000 □ \$60,000 □ \$90,000 □ \$120,000
*The amount may n	not be more than 50% of the en	nployee amount for Volunta	ary Life.		
☐ I do not want thi	is coverage				
Policy Amount  \$\text{\$\text{\$\text{\$\text{\$\text{\$}}}} \text{\$\text{\$\text{\$\text{\$}}}} \text{\$\text{\$\text{\$\text{\$}}}} \text{\$\text{\$\text{\$\text{\$}}}} \text{\$\text{\$\text{\$\text{\$}}}} \text{\$\text{\$\text{\$\text{\$\text{\$}}}} \$\text{\$\exitting{\$\text{\$\$\text{\$	not be more than 100% of the e	mployee amount for Voluni	ary Life.		
Important Notes:					

• Based on your plan benefits and age, you may be required to complete an evidence of insurability form.

### LIFE INSURANCE continued

II L INSUITANCE continued	
Name your beneficiaries: (Primary please name below.	beneficiary percentages must total 100%) If electing different beneficiaries that are not the same as those named for Basic Life,
If additional space is needed, please and keep a copy for your records.	attach a separate sheet of paper with this information along with your enrollment form. Be sure to sign and date (mm-dd-yyyy) the paper
Primary Beneficiaries:	
Name:	Social Security Number:
Date of Birth (mm-dd-yy):	Address/City/State/Zip:
Phone:( ) -	Relationship to Employee:
Name:	Social Security Number:
Date of Birth (mm-dd-yy):	Address/City/State/Zip:
Phone: ( ) -	Relationship to Employee:
Contingent Beneficiary:	Social Security Number:
Date of Birth (mm-dd-yy):	Address/City/State/Zip:
Phone: ( ) -	Relationship to Employee:
(In the event the primary beneficiari	es are deceased, the contingent beneficiary will receive the benefit. Employer maintains beneficiary information.)
,	
Spouse and dependent/child(ren) -	- If the intended beneficiary is to be someone other than the employee, please complete the Beneficiary Designation form.
Please contact your employer for a	ny record of or changes to your beneficiary information.
to pay life insurance proceeds direct normal course of payment of these	named above is a minor (a person under the age of 18 or 21, depending on their state of residency), state law may limit Guardian's ability to them for as long as they remain a minor. State Uniform Transfers to Minors Act (UTMA) laws, where applicable, may allow for the proceeds, or a portion thereof, to the minor beneficiary's designated Custodian to manage on the minor's behalf until they reach adult age. If over to the adult child, who can use the proceeds in any way he or she chooses.
	ied above considered a minor in the state in which they reside? Check one box only. □ Yes □ No the legally designated UTMA Custodian for all minor beneficiaries you have designated:
Custodian to Minor Beneficiaries: Name: Date of Birth (mm-dd-yyyy) (if a Phone: ( ) -	Social Security Number (or FEIN/TIN # if a corporate entity):
Long-Term Disability (LTD)	Coverane:
, ,	lect may be either a specific dollar amount or an amount that is a multiple of your salary and may be subject to certain reductions as
stated in the certificate of coverage of	
Monthly Benefit	
	n of \$8,000

Guardian Group Plan Number: **00324707** Please print employee name:

#### Signature

- I understand that my dependent(s) cannot be enrolled for a coverage if I am not enrolled for that coverage.
- An employee's decision to elect Vision or not elect Vision must be retained until the next plan's Open Enrollment period. If the employee elects not to enroll in vision coverage, they are not eligible to enroll until the plan's next Open Enrollment period.
- LIFE ONLY: I understand that life insurance coverage for a dependent, other than a newborn child, will not take effect if that dependent is confined to a hospital or other health care facility, or is home confined, or is unable to perform two or more Activities of Daily Living (ADL's).
- I understand no later than 30 days following delivery of accident-only, hospital indemnity, and/or specified disease coverage, Guardian will ask in a written request whether at least major medical insurance or at least basic hospital insurance and basic medical insurance (required underlying coverage) is in force on the effective date of coverage. If Guardian receives a written response that the required underlying coverage is not in force for an insured person on the effective date of coverage, the accident-only, hospital indemnity, and/or specified disease coverage for that insured person will be voided from its beginning with a full premium refund for such person.
- Submission of this form does not guarantee coverage. Among other things, coverage is contingent upon underwriting approval and meeting the applicable eligibility requirements as set forth in the applicable benefit booklet.
- I understand that I must be actively at work or my elected coverage will not take effect until I have met the eligibility requirements (as defined in the benefit booklet.) This
  does not apply to eligible retirees.
- I understand that if I waive coverage, I may not be eligible to enroll until the next open enrollment period. Late entrant penalties may apply. I understand that I may also have to provide, at my own expense, proof of each person's insurability. Guardian or its designee has the right to reject my request.
- I understand that my coverage will not be effective until approved by Guardian or its designated underwriter.
- I hereby apply for the group benefit(s) that I have chosen above.
- I understand that I must meet eligibility requirements for all coverages that I have chosen above.
- I agree that my employer may deduct premiums from my pay if they are required for the coverage I have chosen above.
- I agree that my [employer] or my employer's designated administrator may deduct premiums from my pay apply premiums to my credit card or debit card add
  premiums to my dues withdraw premiums from my designated bank account, apply premiums to my credit or debit card if they are required for the coverage I have
  chosen.
- By my signature below, I affirmatively consent to electronic communication from Guardian, such as emails and text messages, regarding my coverage(s). I may change this election only by providing (thirty) 30 days prior written notice
- By my signature below, I affirmatively consent to receiving electronic copies of applicable insurance related documents, in lieu of paper copies, to the extent permitted by applicable law. I may change this election only by providing thirty (30) day prior written notice.
- I state that the information provided above is true and correct to the best of my knowledge and belief.

Receipt of accelerated death benefits may affect eligibility for public assistance programs and may be taxable. A discount is associated with the accelerated death benefits. A fee of up to \$250.00 will be required for the administrative cost of evaluating and processing Your application for this benefit.

The Policy permits the group Policyholder to change, reduce, restrict or terminate Your rights or benefits under the Policy without Your consent; and b) such change, reduction, restriction or termination may occur at a time when Your health status has changed and may affect Your ability to procure individual coverage.

The state in which you reside may have a specific state fraud warning. Please refer to the attached Fraud Warning Statements page.

The state in which you reside may have a specific state fraud warning. Please refer to the attached Fraud Warning Statements page.

READ YOUR CERTIFICATE CAREFULLY. CERTAIN WAR RISKS ARE NOT ASSUMED. IN CASE OF ANY DOUBT, CONTACT YOUR COMPANY FOR FURTHER EXPLANATION.

The laws of New York require the following statement appear: 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. (Does not apply to Life Insurance.)

value of the claim for each such violation. (Does not apply to Life instrance.)		
SIGNATURE OF EMPLOYEE X	DATE	

Enrollment Kit 00324707, 0003, EN

#### **Fraud Warning Statements**

The laws of several states require the following statements to appear on the enrollment form:

**Alabama:** Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or who knowingly presents false information in an application for insurance is guilty of a crime and may be subject to restitution fines or confinement in prison, or any combination thereof.

California: For your protection California law requires the following to appear on this form: Any person who knowingly presents false or fraudulent 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 policy holder or claimant for the purpose of defrauding or attempting to defraud the policy holder 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, Indiana and Oklahoma:** WARNING: Any person who knowingly, and with intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.

**District of Columbia:** WARNING: It is a crime to provide false or misleading information to an insurer for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits, if false information materially related to a claim was provided by the applicant.

Florida: Any person who knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of a felony of the third degree.

**Kentucky:** Any person who knowingly and with intent to defraud any insurance company or other person files a 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.

Louisiana: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit is guilty of a crime and may be subject to fines and confinements in state prison.

Maine: It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties may include imprisonment, fines or a denial of insurance benefit.

Maryland: 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 fines and confinement in prison.

Missouri: Any person who with intent to defraud any insurance company or other person files an application for insurance or statements of claim containing any knowingly false information, or conceals for purpose of misleading information concerning any fact material hereto, commits a fraudulent insurance act, which is a crime, and may also be subject to civil penalties, or denial of insurance benefits subject to the conditions/provisions of the policy.

**Oregon:** Any person who with intent to defraud any insurance company or other person files an application for insurance or statements of claim containing any materially false information, or conceals for purpose of misleading information concerning any fact material thereto, may be committing a fraudulent act, and may be subject to civil penalties or dental of insurance benefits.

New Jersey: Any person who knowingly files a statement of claim containing any false or misleading information is subject to criminal and civil penalties.

New Mexico: Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to civil fines and criminal penalties.

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

**Oklahoma:** WARNING: Any person who knowingly, and with the intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.

Pennsylvania: 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 subjects such person to criminal and civil penalties.

**Rhode Island:** Any person who knowingly and willfully presents a false or fraudulent claim for payment of a loss or benefit or knowingly and willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

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

Virginia: Any person who with intent to defraud or knowing that he/she is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement may have violated state law.