NOTICE OF LIFE INSURANCE CLAIM

The Benefits Center
P.O. Box 100158
Columbia, SC 29202-3158
Phone: 1-800-445-0402 Fax: 1-800-447-2498
Monday through Friday, 8 a.m. to 8 p.m. Eastern Time
benefitsintake2@unum.com

BENEFICIARY STATEMENT (PLEASE PRINT)

A. Information About the Policy Owner/Certificate Holder/Employee

Policy Owner/Certificate Holder/Employee's Last Name	Suffix	Policy Owner/Certificate Holder/Employee's First Name	MI

Date of Birth (mm/dd/yyyy)	Social Security Number	Policy Number

B. Information About the Deceased - Check One ☐ Policy Owner ☐ Spouse ☐ Domestic Partner ☐ Child ☐ Grandchild

Deceased's Last Name	Suffix	Deceased's First Name	MI

Date of Birth (mm/dd/yyyy)	Date of Death (mm/dd/yyyy)	Social Security Number

C. Information About the Death

What was the cause of death?

If the cause of death was the result of an accident, please describe the accident in detail and provide a copy of the official accident report.

D. Information About the Deceased's Primary Care Physician

Primary Care Physician Name	Mailing Address			Telephone No.

Specialty	City	State	Zip	Fax No.

E. Information About The Beneficiary(s): Complete Section G for minor beneficiaries.

Beneficiary #1 (Please print clearly)

Beneficiary Last Name	Suffix	Beneficiary First Name	MI

Mailing Address

City	State	Zip

Preferred Telephone Number	Preferred Email Address

Date of Birth (mm/dd/yyyy)	Relationship to Deceased ☐ Parent ☐ Child ☐ Spouse ☐ Domestic Partner ☐ Other_____

Social Security Number or Estate Identification Number

Language Preference ☐ English ☐ Spanish ☐ Other_____

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BENEFICIARY STATEMENT (PLEASE PRINT)

Policy Owner/Certificate Holder/Employee's Last Name	Suffix	Policy Owner/Certificate Holder/Employee's First Name	MI

Beneficiary #2 (Please print clearly)

Beneficiary Last Name	Suffix	Beneficiary First Name	MI

Mailing Address

City	State	Zip

Preferred Telephone Number	Preferred Email Address

Date of Birth (mm/dd/yyyy) | Relationship to Deceased ☐ Parent ☐ Child ☐ Spouse ☐ Domestic Partner ☐ Other_____

Social Security Number or Estate Identification Number

Language Preference ☐ English ☐ Spanish ☐ Other_____

F. Special Notice for Residents of a Community Property State

Special Notice for Residents of a Community Property State: A spouse may have an interest in life insurance proceeds. If you are not the spouse and live in a community property state, the spouse will need to complete below.

Community Property Release *(May apply in the following states with community property laws: AK, AZ, CA, ID, LA, NV, NM, PR, TX, WA and WI.)*

By signing below, you the spouse agree to the changes indicated and:	☐ Give up all your rights to this policy according to the community property laws in your state. ☐ Do not give up your rights to this

Signature of Spouse	Date

Street Address

City	State	Zip

Preferred Email Address	Preferred Telephone Number

Signature of Witness	Date

Check here when no signature is required, because: ☐ Spouse is deceased

G. Signature of Beneficiary

Fraud Warning: For your protection, Arizona law requires the following to appear on this claim form:
Any person who knowingly and with the intent to injure, defraud or deceive an insurance company 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 fines and confinement in prison.

Fraud Warning: For your protection, New York law requires the following to appear on this claim form:
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 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.

I have read and understand the fraud notices listed above and on page 2 of this form. The above statements are true and complete to the best of my knowledge and belief.

X _____ **Date** _____
Signature of Beneficiary #1

X _____ **Date** _____
Signature of Beneficiary #2

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MINOR BENEFICIARY STATEMENT (PLEASE PRINT)

H. Information About Minor Beneficiary(s): For all minor beneficiaries, please provide the following information.

Minor Beneficiary #1 (Please print clearly)

Minor Beneficiary Name (Last Name, First Name, MI)	Date of Birth (mm/dd/yyyy)	Minor Beneficiary Social Security Number

Legal Guardian/Custodian Last Name	Suffix	Legal Guardian/Custodian First Name	MI

Legal Guardian/Custodian Mailing Address	Relationship to Minor Beneficiary ☐ Parent ☐ Other _____

City	State	Zip

Preferred Telephone Number	Preferred Email Address

Minor Beneficiary #2 (Please print clearly)

Minor Beneficiary Name (Last Name, First Name, MI)	Date of Birth (mm/dd/yyyy)	Minor Beneficiary Social Security Number

Legal Guardian/Custodian Last Name	Suffix	Legal Guardian/Custodian First Name	MI

Legal Guardian/Custodian Mailing Address	Relationship to Minor Beneficiary ☐ Parent ☐ Other _____

City	State	Zip

Preferred Telephone Number	Preferred Email Address

I. Signature of Legal Guardian/Custodian

Please include copies of minor beneficiary's birth certificate and legal documentation regarding guardianship.

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Fraud Warning: For your protection, New York law requires the following to appear on this claim form:

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 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.

I have read and understand the fraud notices listed above and on pages 2 of this form. The above statements are true and complete to the best of my knowledge and belief.

X _____ _____

Signature of Legal Guardian/Custodian **Date**

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Information About the Unum Retained Asset Account

If approved benefits are payable to a minor and no financial guardian is appointed, payment will be made through a Unum Retained Asset Account set up in the minor's name and payable through the Bank of New York Mellon. Payment through a retained asset account will satisfy Unum's claim payment obligation. The funds may not be withdrawn from the account until the minor becomes an adult (typically age 18, but this may vary by state). The money may be withdrawn earlier by a court appointed conservator or guardian of the minor's estate. We must receive copies of the court documents appointing the conservator or guardian of the minor's estate. These documents can be provided to Unum by mailing them to the address listed on this form.

Please review the features of the Unum Retained Asset Account:

- A quarterly statement is provided, detailing the account balance, interest rate, accrued interest and account transactions for the statement period.
- Funds in the Unum Retained Asset Account are fully guaranteed by Unum Group. The funds are not protected by the FDIC, but are protected by state Guaranty Associations. You may contact the National Organization of Life and Health Insurance Guaranty Associations at nolhga.com or (703) 481-5206 to learn more about the protections provided.
- The beneficiary may leave the money in the Unum Retained Asset Account for as long as he/she wishes.
- Unum will retain the funds and invest them in its general account for as long as they remain in the Unum Retained Asset Account. Unum guarantees the account balance and will pay a competitive interest rate regardless of the investment performance of Unum's general account. Unum may derive income from the total gains received on the investment of the balance of the funds in the retained asset account.
- The interest rate is determined by monitoring rates of interest offered on similar types of accounts (i.e. checking, savings and money market accounts). Any changes to the interest rate will be disclosed via a quarterly account statement.

The interest earned on the Unum Retained Asset Account may be taxable. The beneficiary's guardian should consult a tax advisor, an investment advisor, or another financial advisor with any questions. For further information, please contact your state insurance department. You may contact us at the telephone number listed on this form.

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Please sign and return this authorization to The Benefits Center at the address above. This authorization is designed to comply with the Health Insurance Portability and Accountability Act (HIPAA)Privacy Rule. You are entitled to receive a copy of this authorization.

Authorization – Life or Accidental Death Claim

I authorize the following persons: health care professionals, hospitals, clinics, laboratories, pharmacies, emergency medical service agencies, and all other medical or medically related providers, facilities or services, medical examiner's offices, coroner's offices, health plans, insurance companies, third party administrators, insurance producers, insurance service providers, credit bureaus, professional licensing bodies, law enforcement agencies, consumer reporting agencies, employers, attorneys, financial institutions and/or banks, and governmental entities;

To disclose information, whether from before, during or after the date of this authorization, about the deceased's health, including HIV, AIDS or other disorders of the immune system, information on the diagnosis, treatment, and testing results related to sexually transmitted diseases, unless further restricted by state law, use of drugs or alcohol, mental or physical history, condition, advice or treatment (except this authorization does not authorize release of psychotherapy notes), prescription drug history, death, earnings, financial or credit history, professional licenses, employment history, autopsy reports and findings, laboratory test results and findings, toxicology results, police reports, accident reports, or incident reports of any kind, photographs, blood, urine, or other specimens, insurance claims and benefits, and all other claims and benefits of _____ (print name of deceased) ("Information");

To Unum Group and its subsidiaries, Unum Life Insurance Company of America, First Unum Life Insurance Company*, Unum Insurance Company, Provident Life and Accident Insurance Company, Provident Life and Casualty Insurance Company*, The Paul Revere Life Insurance Company* and persons who evaluate claims for any of those companies ("Unum");

So that Unum may evaluate and administer the claim(s). For such evaluation and administration of claims, this authorization is valid for two years, or the duration of the claim, whichever is shorter. I understand that once Information is disclosed to Unum, privacy protections established by HIPAA may not apply to the Information, but other privacy laws continue to apply. Unum may then disclose the Information only as permitted by law, including, state fraud reporting laws, or as authorized by me.

I also authorize Unum to disclose Information to the following persons (for the purpose of reporting claim status or experience, or so that the recipient may carry out health care operations, claims payment, administrative, or audit functions related to any benefit, plan or claim): any employee benefit plan sponsored by my employer; any person providing services or insurance benefits to (or on behalf of) my employer, any such plan or claim, or any benefit offered by Unum. Unum will not condition the payment of insurance benefits on whether I authorize the disclosures described in this paragraph. For the purpose of these disclosures by Unum, this authorization is valid for one year, or for the length of time otherwise permitted by law.

If I do not sign this authorization or if I alter or revoke it, except as specified, Unum may not be able to evaluate my claim(s), which may lead to my claim(s) being denied. I may revoke this authorization at any time by sending written notice to the address above. I understand that revocation will not apply to any information that is requested prior to Unum receiving notice of revocation.

_____ _____
Signature of Beneficiary or Personal Representative Date Signed

_____ _____
Printed Name Deceased's Social Security Number

I signed on behalf of the Beneficiary or Personal Representative as _____(print relationship). If Guardian, Conservator, or court-appointed guardian of the minor's property/estate for a Minor Beneficiary, please attach a copy of the document granting authority.

*Only First Unum Life Insurance Company, Provident Life and Casualty Insurance Company and The Paul Revere Life Insurance Company are admitted in and conduct business in New York.

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GROUP LIFE AND/OR ACCIDENTAL DEATH CLAIM FORM
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EMPLOYER STATEMENT - To be completed by the Employer (PLEASE PRINT)

Employee Name (Last Name, Suffix, First Name, MI)	Date of Birth (mm/dd/yyyy)

A. Information About the Type of Claim – Please check all benefits you are claiming and provide the policy and division numbers.

- ☐ Employer Paid Life
- ☐ Employer Paid Accidental Death
- ☐ Employee Paid Life
- ☐ Employee Paid Accidental Death
- ☐ Dependent Life
- ☐ Dependent Accidental Death

Policy Number(s)	Division Number(s)

B. Information About the Employer

Employer Name

Employer Street Address

City	State	Zip

Subsidiary/Affiliate/Branch Name	Subsidiary Effective Date

C. Information About the Benefit Administrator (Please Print)

The statements in this document are true and complete to the best of my knowledge and belief.

Name of Person Completing Form

Title of Person Completing Form

Telephone	Fax Number

Email Address

FRAUD NOTICE: Any person who knowingly files a statement of claim containing false or misleading information is subject to criminal and civil penalties. This includes Employer portions of the claim form.

D. Signature of Benefit Administrator

Signature	**Date**
X	

Do you wish to receive copies of all letters? ☐ Yes ☐ No Or decision letters only? ☐ Yes ☐ No

E. Information About the Employee – The term "employee" refers to employees, members and/or retirees.

Employee Name	☐ Male ☐ Female

Employee Street Address

City	State	Zip

Date of Birth (mm/dd/yyyy)	Social Security Number	Date of Death (mm/dd/yyyy)

Telephone	Employee Email

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EMPLOYER STATEMENT (Continued)

Employee Name (Last Name, Suffix, First Name, MI)	Date of Birth (mm/dd/yyyy)

Employment Status ☐ Full-time ☐ Part-time ☐ Retired ☐ Union ☐ Non-Union ☐ Exempt ☐ Non-Exempt

Date of Hire	Scheduled Hours worked per week
Occupation	**Class (as defined by policy)**

How is/was the employee paid? (check one)	☐ Hourly - $ per hour	☐ Salaried - $ per year

How is/was the employee paid? (Check all that apply) ☐ Commissions ☐ Bonus ☐ Overtime ☐ Shift Differential ☐ N/A

What was the date of the last pay increase?

Last Date Physically at Work (mm/dd/yyyy)	Reason for Stopping Work

Was this employee terminated? ☐ Yes ☐ No	If yes, termination date (mm/dd/yyyy)	Rehire date (mm/dd/yyyy)

Were premiums paid through employee/dependent's death? ☐ Yes ☐ No

If no, please indicate the date premiums were paid through (mm/dd/yyyy)

When was the last change in the amount of insurance for this employee?

Do you require employees to re-enroll annually? ☐ Yes ☐ No

Did you apply age reductions to the amount of insurance? ☐ Yes ☐ No

Amount of Insurance	**Basic**	**Original Effective Date of Coverage (mm/dd/yyyy)**	**Supplemental**	**Original Effective Date of Coverage (mm/dd/yyyy)**
Life Insurance	$		$	
Accidental Death	$		$	

F. Information About the Dependent – Please complete this section if the claim is for the death of the employee's dependent.

Dependent Name	☐ Male ☐ Female

Relationship to Employee ☐ Spouse ☐ Civil Union Partner ☐ Domestic Partner ☐ Child	Dependent Social Security Number

Dependent Date of Birth (mm/dd/yyyy)	Dependent Date of Death (mm/dd/yyyy)

Was the employee in active employment at the time of the dependent's death? ☐ Yes ☐ No

Amount of Insurance	**Basic**	**Original Effective Date of Coverage (mm/dd/yyyy)**	**Supplemental**	**Original Effective Date of Coverage (mm/dd/yyyy)**
Life Insurance	$		$	
Accidental Death	$		$	

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EMPLOYER STATEMENT (Continued)

Employee Name (Last Name, Suffix, First Name, MI)	Date of Birth (mm/dd/yyyy)

G. Information About the Employee's Beneficiary(ies) – If the claim is for the death of the employee, please complete this section. If there are more than three, please provide the following information for each additional beneficiary on a separate sheet of paper and include it with this form.

Did the employee designate a beneficiary for this coverage? ☐ Yes ☐ No If no, please explain:

If yes, please provide the most recent beneficiary designation form (electronic verification is acceptable).

Have you confirmed the following information with the beneficiary(ies)? ☐ Yes ☐ No

1. Name_____
   Street_____
   City _____ State_____ Zip_____
   Telephone _____ Email address_____
   Relationship_____ Social Security Number _____ Date of Birth_____
2. Name_____
   Street_____
   City _____ State_____ Zip_____
   Telephone _____ Email address_____
   Relationship_____ Social Security Number _____ Date of Birth_____
3. Name_____
   Street_____
   City _____ State_____ Zip_____
   Telephone _____ Email address_____
   Relationship_____ Social Security Number _____ Date of Birth_____

H. Information About Minor Beneficiary – If any of the above beneficiaries are minor children, please complete this section. If there is more than one, please provide the following information for each additional minor beneficiary on a separate sheet of paper and include it with this form.

Name of Minor Child

Adult Representative of Minor Child	Relationship to Child

Mailing Address

City	State	Zip

Telephone	Email Address

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ACCIDENTAL DEATH STATEMENT (PLEASE PRINT)

To be completed by:
- **the beneficiary or next of kin, if the claim is related to the accidental death of the employee**
- **the employee, if the claim is related to the accidental death of a dependent**

If available, please attach copies of any police and/or emergency medical services reports.

A. Information About the Employee

Employee Name	Date of Birth (mm/dd/yyyy)
Employer Name	Employer Telephone Number

B. Information About the Deceased

Deceased Name

Deceased Social Security Number	Deceased Date of Birth (mm/dd/yyyy)	Date of Death (mm/dd/yyyy)

Relationship to the Employee ☐ Self ☐ Spouse ☐ Civil Union Partner ☐ Domestic Partner ☐ Child

C. Information About the Accident

Date of the accident (mm/dd/yyyy)	Time of the accident

Address where the accident occurred?

Describe how the accident happened:

D. Information About the Responding Authorities

Names of Public Agencies (Fire Dept., Police Dept., EMS, etc.)	Telephone Number
Other (Name/Title)	Telephone Number
Other (Name/Title)	Telephone Number

E. Information About Physicians/Hospitals

Please provide the following information about all the physicians/hospitals who attended the deceased for injuries sustained in this accident. If there were more than two, please share the following information for each additional physician/hospital on a separate sheet of paper and include it with this form.

Physician/Hospital Name	Mailing Address	Telephone Number

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ACCIDENTAL DEATH STATEMENT (Continued)

Employee Name (Last Name, Suffix, First Name, MI)	Date of Birth (mm/dd/yyyy)

F. The Accidental Death policy may provide an education benefit.

Does the deceased have any unmarried dependent children currently at the 12th grade level or who are enrolled full time in an institution of higher learning beyond the 12th grade? ☐ Yes ☐ No If yes, please provide the following information for each child:

1. Name _____ Date of Birth (mm/dd/yyyy) _____

   Mailing Address _____

   Social Security Number _____ Telephone Number _____

2. Name _____ Date of Birth (mm/dd/yyyy) _____

   Mailing Address _____

   Social Security Number _____ Telephone Number _____

3. Name _____ Date of Birth (mm/dd/yyyy) _____

   Mailing Address _____

   Social Security Number _____ Telephone Number _____

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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 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.

G. Signature

I have read and understand the fraud notices listed above and on page 2 of this form. I also acknowledge that should my claim be overpaid for any reason it is my obligation to repay any such overpayment. The above statements are true and complete to the best of my knowledge and belief. **(Your signature is required for benefit consideration.)**

Print Name _____ Telephone Number _____

Signature X _____ **Date Signed** _____

Email _____

Information About Payment – Advise the beneficiary that if the claim is approved the benefit will be paid by check if it is less than $10,000. The benefit will be paid through a Unum Retained Asset Account if it is $10,000 or more and the group policy calls for this method of payment. If the group policy does not call for this method of payment, the benefit will be paid by check. The beneficiary may request the benefit be paid by check regardless of the amount of the benefit by contacting The Benefits Center at the telephone number listed on this form.

Information About Unum Retained Asset Accounts – By placing the funds in a Unum Retained Asset Account the beneficiary will have the time needed to decide how to best manage the insurance proceeds so as not to put his/her investment decisions at risk. Here's how it works:

- When the claim is approved, a personalized book of bank drafts and an opening account statement will be mailed to the beneficiary.
- He/She will have unlimited access to the balance in the account.
- The entire account balance can be accessed by the use of one draft.
- Drafts can be written for a minimum of $250 up to the full account balance at any time. There is no limit on the number of withdrawals that can be made from the account.
- No charges will be made to the Unum Retained Asset Account for writing drafts or ordering a new supply of drafts.
- The following charges will be made to the Unum Retained Asset Account for any request for:
    - A copy of a draft or statement ($5);
    - A stop payment of a draft ($15);
    - A draft returned as unpaid, requests for additional statements, and requests for additional copies of IRS Form 1099-INT ($10); and
    - Draft book rush orders ($25).
- A quarterly statement is provided, detailing the account balance, interest rate, accrued interest and account transactions for the statement period.
- Funds in the Unum Retained Asset Account are fully guaranteed by Unum Group. The funds are not protected by the FDIC, but are protected by state Guaranty Associations. To learn more about the protections provided by these associations, the beneficiary may contact the National Organization of Life and Health Insurance Guaranty Associations at nolhga.com or 703-481-5206.
- The beneficiary may leave the money in the Unum Retained Asset Account for as long as he/she wishes. If there is no account activity or any contact with the beneficiary for two years, we will attempt to contact him/her. If we are unable to contact the beneficiary, we could be required to surrender the account balance to the state of his/her last known residence.

Unum will retain the funds and invest them in its general account for as long as they remain in the Unum Retained Asset Account. Unum guarantees the account balance and will pay a competitive interest rate regardless of the investment performance of Unum's general account. Unum may derive income from the total gains received on the investment of the balance of the funds in the retained asset account.

The interest rate is determined by monitoring rates of interest offered on similar types of accounts (i.e. checking, savings and money market accounts). Any changes to the interest rate will be disclosed via a quarterly account statement.

The interest earned on the Unum Retained Asset Account may be taxable. The beneficiary should consult a tax advisor, an investment advisor, or another financial advisor with any questions. For further information, the beneficiary should contact his/her state insurance department.

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

▶ **Go to *www.irs.gov/FormW9* for instructions and the latest information.**

Give Form to the requester. Do not send to the IRS.

Print or type. See **Specific Instructions** on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

Requester's name and address (optional)

6 City, state, and ZIP code

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

☐☐☐ – ☐☐ – ☐☐☐☐

or

Employer identification number

☐☐ – ☐☐☐☐☐☐☐

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here **Signature of U.S. person ▶** **Date ▶**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9*.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*

The Benefits Center
P.O. Box 100158, Columbia, SC 29202-3158
Phone: 1-800-445-0402 Fax: 1-800-447-2498

Please sign and return this authorization to The Benefits Center at the address above. This authorization is designed to comply with the Health Insurance Portability and Accountability Act (HIPAA) Privacy Rule. You are entitled to receive a copy of this authorization.

Authorization – Life or Accidental Death Claim

I authorize the following persons: health care professionals, hospitals, clinics, laboratories, pharmacies, emergency medical service agencies, and all other medical or medically related providers, facilities or services, medical examiner's offices, coroner's offices, health plans, insurance companies, third party administrators, insurance producers, insurance service providers, credit bureaus, professional licensing bodies, law enforcement agencies, consumer reporting agencies, employers, attorneys, financial institutions and/or banks, and governmental entities;

To disclose information, whether from before, during or after the date of this authorization, about the deceased's health, including HIV, AIDS or other disorders of the immune system, information on the diagnosis, treatment, and testing results related to sexually transmitted diseases, unless further restricted by state law, use of drugs or alcohol, mental or physical history, condition, advice or treatment (except this authorization does not authorize release of psychotherapy notes), prescription drug history, death, earnings, financial or credit history, professional licenses, employment history, autopsy reports and findings, laboratory test results and findings, toxicology results, police reports, accident reports, or incident reports of any kind, photographs, blood, urine, or other specimens, insurance claims and benefits, and all other claims and benefits of _____ (print name of deceased) ("Information");

To Unum Group and its subsidiaries, Unum Life Insurance Company of America, First Unum Life Insurance Company*, Unum Insurance Company, Provident Life and Accident Insurance Company, Provident Life and Casualty Insurance Company*, The Paul Revere Life Insurance Company* and persons who evaluate claims for any of those companies ("Unum");

So that Unum may evaluate and administer the claim(s). For such evaluation and administration of claims, this authorization is valid for two years, or the duration of the claim, whichever is shorter. I understand that once Information is disclosed to Unum, privacy protections established by HIPAA may not apply to the Information, but other privacy laws continue to apply. Unum may then disclose the Information only as permitted by law, including, state fraud reporting laws, or as authorized by me.

I also authorize Unum to disclose Information to the following persons (for the purpose of reporting claim status or experience, or so that the recipient may carry out health care operations, claims payment, administrative, or audit functions related to any benefit, plan or claim): any employee benefit plan sponsored by my employer; any person providing services or insurance benefits to (or on behalf of) my employer, any such plan or claim, or any benefit offered by Unum. Unum will not condition the payment of insurance benefits on whether I authorize the disclosures described in this paragraph. For the purpose of these disclosures by Unum, this authorization is valid for one year, or for the length of time otherwise permitted by law.

If I do not sign this authorization or if I alter or revoke it, except as specified, Unum may not be able to evaluate my claim(s), which may lead to my claim(s) being denied. I may revoke this authorization at any time by sending written notice to the address above. I understand that revocation will not apply to any information that is requested prior to Unum receiving notice of revocation.

_____ _____

Signature of Beneficiary or Personal Representative Date Signed

_____ _____

Printed Name Deceased's Social Security Number

I signed on behalf of the Beneficiary or Personal Representative as _____(print relationship). If Guardian, Conservator, or court-appointed guardian of the minor's property/estate for a Minor Beneficiary, please attach a copy of the document granting authority.

*Only First Unum Life Insurance Company, Provident Life and Casualty Insurance Company and The Paul Revere Life Insurance Company are admitted in and conduct business in New York.