

**National Rural Letter Carriers' Association  
Long Term Disability Plan  
Enrollment and Change Form**

New  Change

*Complete the NRLCA LTD Enrollment Form and either the Direct Deposit PS Form 1199A or the Greater Insurance Service Payment Form 11-06 in this package. Mail the completed forms along with a photocopy of a current Earnings Statement (PS Form 1223) to the NRLCA Group Insurance Department in the envelope provided. Make sure you keep the pink copies of both the NRLCA LTD Enrollment and Change Form and Direct Deposit PS Form 1199A or the GIS PAID FORM 11-06 for your records. Note: without a photocopy of your current Earnings Statement and the yellow and white copies of the Enrollment and Direct Deposit or Payment form we cannot process your enrollment. If you have any questions, please contact the Standard at 888-414-0383.*

|  |  |   |  |  |   |                  |  |
|--|--|---|--|--|---|------------------|--|
| <b>APPLICANT</b>   | Your Name (Last, First, Middle)  |   | Group Name<br><b>National Rural Letter Carriers' Association</b>                         |  | Group Number(s)<br><b>645536</b>                              |                  |  |
|  | Your Address   |   | City   |  | State   | ZIP              |  |
|  | Home Telephone No.   | Post Office Address   |  |  | Post Office Phone No.   |                  |  |
|  | Date Appointed Regular/PTF Carrier   | Annual Basic Salary   |  |  | Route Evaluation Step   |                  |  |
|  | Your Soc. Sec. No.   | Date of Birth   |  |  | <input type="checkbox"/> Male <input type="checkbox"/> Female |                  |  |
| <b>DISABILITY</b>  | <p><i>Check with the NRLCA or The Standard about coverage options available to you and Evidence Of Insurability requirements. Please check one box and fill in the cost per pay period below and on your PS Form 1199A, Part1, 5b, or on the GIS Form 11-06, as applicable.</i></p> <p><b>Long Term Disability</b></p> <p>Voluntary LTD</p> <p><input type="checkbox"/> Option 1 (50% of annual salary)      <input type="checkbox"/> Option 2 (60% of annual salary)      <input type="checkbox"/> Decline/Cancel Voluntary LTD Coverage</p> <p><input type="checkbox"/> Attached is my completed Allotment form. Cost Per Pay Period \$ _____</p> <p><input type="checkbox"/> Attached is my ACH debit authorization for Greater Insurance Services. Cost Per Month \$ _____</p> |   |  |  |   |                  |  |
|  | <b>SIGNATURE</b>   | <p>I wish to make the choices indicated on this form. If electing coverage, I authorize the United States Postal Service to make the appropriate deductions from my wages to cover my contribution, if required, toward the cost of insurance. I understand that my deduction amount will change if my coverage or costs change. If declining coverage, I understand that if I want to become insured later, I will be required to provide The Standard with satisfactory Evidence Of Insurability, and that The Standard will have the right to refuse my request for insurance. I understand that coverage(s) not specifically elected will not become effective, even if not marked as declined above.</p> |  |  |   |                  |  |
|  |  | Member/Employee Signature Required  |  |  |   | Date (Mo/Day/Yr) |  |
| <b>Plan Administrator - Complete this section. Retain form for your records.</b> |  |   |  |  |   |                  |  |
| Date of Hire/Rehire  | Hrs. Worked Per Wk.  |   | Earnings \$ _____ Per: <input type="checkbox"/> Pay period <input type="checkbox"/> Year |  |   |                  |  |

**National Rural Letter Carriers' Association – Group Insurance Department,  
1630 Duke Street, 2<sup>nd</sup> Floor, Alexandria, VA 22314-3466**