## BENEFICIARY DESIGNATION FORM CIGNA Life Insurance Company of New York

Address:



Phone Number:

			Cign	a.		
Employer Name The Truste	es of Columbia University In t	he City of New York				
Employee Name	Employee Social Security #					
Current Address		City	State 2	ZIP		
Home Phone Work Phone	ne	please e	nter all dates in mm/o	ld/yyyy format		
Primary and Contingent Benefic surviving beneficiaries in equal sh surviving primary beneficiaries. If y are paid to the surviving contingent beneficiary who dies before the insrespective category (primary or con	ares. Proceeds are paid to or ou designate contingent bene to beneficiaries in equal share sured will be divided proportion	contingent beneficiarie eficiaries and do not des es. Unless otherwise pr	s only when there a signate percentages, ovided, the share o	re no proceeds f a		
Basic Term Life Insurance, CIGNA	A Life Insurance Company	of New York - Policy N	o FI Y980017			
Employee's Primary Beneficiary(ies):	Relationship	Social Security Number	Date of Birth	% (total must equal 100%)		
Address:			Phone Number:			
Address:	Phon			Phone Number:		
			Date	% (total must		
Employee's Contingent Beneficiary(ies):	Relationship	Social Security Number	of Birth	equal 100%)		
Address:			Phone Number:			
Address:	Idress: Phone Numb					
Optional Term Life Insurance, CIO	SNA Life Insurance Compar	ny of New York - Policy	y No. FLY980017	1		
			Date	% (total must		
Employee's Primary Beneficiary(ies):	Relationship	Social Security Number	of Birth	equal 100%)		
Address:			Phone Number:	Phone Number:		
Address:		T	Phone Number:	Т		
Employee's Contingent Beneficiary(ies):	Relationship	Social Security Number	Date of Birth	% (total must equal 100%)		
Address:			Phone Number:			
Address:			Phone Number:			
			i nono numbor.			
Basic Accident Insurance, CIGNA	Life Insurance Company o	of New York - Policy No	o. YOK980027			
·		•	Date	% (total must		
Employee's Primary Beneficiary(ies):	Relationship	Social Security Number	of Birth	equal 100%)		

Address:			Phone Number:	
			Date	% (total must
Employee's Contingent Beneficiary(ies):	Relationship	Social Security Number	of Birth	equal 100%)
Address:		Phone Number:		
Address:			Phone Number:	

If you need additional space using the above format, attach a separate piece of paper with the appropriate policy number, the date, and your signature.

Note: This form is not complete without your signature. Please sign the form where indicated.

<b>Community Property Laws</b> - If you are married, reside in a community property state (Arizona, California, Idaho, Louisiana, Nevada, New Mexico, Texas, Washington or Wisconsin), and name someone other than your spouse as beneficiary, it is possible that payment of benefits may be delayed or disputed unless your spouse also signs the beneficiary designation.					
Spouse Signature	Date	_/	_/		
Owner Signature	_ Date	<u>/</u>	<u>/</u>		

## **GUIDELINES FOR DESIGNATION OF BENEFICIARIES**

**General** - Please be sure to include the beneficiary's full name, Social Security Number and relationship to you. Providing this information can help expedite the claim process by making it easier to locate and verify beneficiaries.

**Minors** - While you may designate minors as beneficiaries, please note that claim payments may be delayed due to special issues raised by these designations. In the event of a claim and the beneficiary is a minor child, the insurance proceeds will not be released to the minor child. The insurance proceeds may be paid to a duly appointed guardian of the child's estate. You may want to obtain the assistance of an attorney in drafting your beneficiary designation.

**Trust as Beneficiary** - You may designate a trust as beneficiary, using the following form: "To [name of trustee], trustee of the [name of trust], under a trust agreement dated [date of trust]."

If you wish to designate a testamentary trust as beneficiary (i.e., one created by will), you should recognize the possibility that your will which was intended to create this trust may not be admitted to probate (because it is lost, contested, or superseded by a later will). Claim payment delays can result if the beneficiary designation doesn't provide for this situation.

**Life Status Changes** - We recommend that you review your beneficiary designation when significant life status events occur, such as marriage, divorce, or birth of a child.

**See an Attorney!** The above guidelines are general and are not intended to be relied on as legal advice. Unless your designation is a simple one, we recommend that you obtain the assistance of an attorney in drafting your beneficiary designation. A qualified attorney can help assure that your beneficiary designation correctly reflects your intentions, is clear and unambiguous, and meets legal requirements.