

**State of Iowa  
Part-Time General Assembly  
Enrollment and Change Form**

Standard Insurance Company

**To Be Completed By Employee**

Coverage changes and terminations can only be made during annual enrollment and change periods, unless you have a qualified life event.

Apply for Coverage    Change Coverage    Reinstate Coverage    Terminate Coverage    Name Change

Your Name (Last, First, Middle)	Your Social Security Number	Birth Date	<input type="checkbox"/> Male <input type="checkbox"/> Female	
Your Address	City		State	ZIP
Former Name (Last, First, Middle) <i>Complete only if name change</i>			Phone Number	
Employer Name <b>State of Iowa</b>	Group Number <b>754414</b>			

**Coverage Check with your Human Resources Department about coverage options available to you and Evidence Of Insurability requirements.**

**Life Insurance**

Elect Basic Life with AD&D    Decline Basic Life with AD&D  
 Elect Additional Life with AD&D requested amount \$ \_\_\_\_\_    Decline Additional Life with AD&D

**Long Term Disability**

Elect Voluntary LTD    Decline Voluntary LTD

**Beneficiary** *This designation applies to your Life and Accidental Death and Dismemberment Insurance, if any, available through your Employer. Unless specified on a separate sheet of paper, this designation also will apply to your Supplemental Life and Accident Insurance, if any, available through your Employer, unless replaced by a separate and later designation. Designations are not valid unless signed, dated, and delivered in accordance with the terms of the Group Policy during your lifetime.*

Primary – Full Name	Address	Birth Date	Phone No.	Soc. Sec. No. <i>if known</i>	Relationship	% of Benefit*
Contingent – Full Name	Address	Birth Date	Phone No.	Soc. Sec. No. <i>if known</i>	Relationship	% of Benefit*

**\*Total must equal 100%**

**Signature** I wish to make the choices indicated on this form. If electing coverage, I authorize the State of Iowa to bill me to cover my contribution, if required, toward the cost of insurance. I understand that my payment 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.

Member/Employee Signature Required \_\_\_\_\_ Date (Mo/Day/Yr) \_\_\_\_\_

*Return completed form to your Human Resources Department.*

## Beneficiary Information

- Your designation revokes all prior designations.
- Benefits are only payable to a contingent Beneficiary if you are not survived by one or more primary Beneficiary(ies).
- If you name two or more Beneficiaries in a class:
  1. Two or more surviving Beneficiaries will share equally, unless you provide for unequal shares.
  2. If you provide for unequal shares in a class, and two or more Beneficiaries in that class survive, we will pay each surviving Beneficiary his or her designated share. Unless you provide otherwise, we will then pay the share(s) otherwise due to any deceased Beneficiary(ies) to the surviving Beneficiaries pro rata based on the relationship that the designated percentage or fractional share of each surviving Beneficiary bears to the total shares of all surviving Beneficiaries.
  3. If only one Beneficiary in a class survives, we will pay the total death benefits to that Beneficiary.
- If a minor (a person not of legal age), or your estate, is the Beneficiary, it may be necessary to have a guardian or a legal representative appointed by the court before any death benefit can be paid. If the Beneficiary is a trust or trustee, the written trust must be identified in the Beneficiary designation. For example, “Dorothy Q. Smith, Trustee under the trust agreement dated \_\_\_\_\_.”
- A power of attorney must grant specific authority, by the terms of the document or applicable law, to make or change a Beneficiary designation. If you have any questions, consult your legal advisor.
- Dependents Insurance, if any, is payable to you, if living, or as provided under your Employer’s coverage under the Group Policy.
- If you would like more space for designating your beneficiaries, please complete Beneficiary Designation/Change Form [SI 11210-754414](#).