{stdlongdate} Organization ID: {stdOrgCodeId}

{stdOCName}

{stdOrgName}

{stdOCAdrCorStreet1}

{x stdOCAdrCorStreet2}

{stdOCAdrCorCity} {stdOCAdrCorState} {stdOCAdrCorZip}

**RE: GROUP LIFE INSURANCE AGE CHANGE NOTICE**

Dear {stdOCSalutation}:

The following is a list of employee’s whose supplemental, dependent, and spouse’s supplemental life insurance premiums will increase January {EffectiveYear}. The employees listed will move into new age groups which result in an increase in their monthly premiums. This premium will be reflected on your January group insurance billing.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Level of Coverage** | **Coverage Amount** | **Current Premium** | **New Premium** |
| {tb tblMemberDtl} |  |  |  |  |

{x if PeoplesoftOrgGroupExists is false}

Please make the necessary payroll adjustments to increase the employee’s insurance deduction for the January premium.

{x endblock}

{x if PeoplesoftOrgGroupExists is true}

If you are on the State/Higher Education PeopleSoft payroll system, the premiums will automatically be changed.

{x endblock}

{x if OrgToBillExists is true}

The following are those retirees that the employer is currently paying premium for. The rates for these individuals will be adjusted also as follows:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Level of Coverage** | **Coverage Amount** | **Old Premium** | **New Premium** |
| {tb tblOrgToBillCoverage} |  |  |  |  |

{x endblock}

{x if TFFRPensionMembersExists is true}

The premium for those TFFR retirees having their premium deducted from their TFFR pension check will be changing as follows:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Level of Coverage** | **Coverage Amount** | **Old Premium** | **New Premium** |
| {tb tblTFFRCoverageDtl} |  |  |  |  |

{x endblock}

This report is for your records only and does not need to be returned to NDPERS.

If you have any questions, please call NDPERS at {stdNDPERSPhoneNumber} or {stdNDPERSTollFreePhoneNumber}.

Sincerely,

NDPERS Accounting Division