

IMPORTANT NOTICE

LIFE INSURANCE CONTINUATION OPTIONS

As an ex-employee of Metropolitan Government of Nashville and Davidson County, you may have several options available to you and your eligible dependents to continue all or part of your current life insurance benefits insured by The Hartford.

Depending upon the reason(s) you terminated employment with Metropolitan Government of Nashville and Davidson County you may be eligible to either convert your current benefits to a permanent individual life insurance policy or continue them under the portability feature contained in our policy with The Hartford.

These valuable coverage options are only available for a limited time following your termination, so your prompt attention to this matter is essential.

Metropolitan Government of Nashville and Davidson County will continue coverage for you until the end of the month in which you cease to be actively at work.

The following options may be available to you under this plan:

- A. Extended Coverage under the Waiver of Premium Provision.
 - In general, if you become Totally Disabled while covered under this plan, and you are under 60 years of age, you may be eligible to have your Basic and Supplemental Life Insurance continued without the payment of premiums. This coverage will end when you cease to be Totally Disabled, fail to submit proof of total disability to The Hartford, or reach age 70, whichever comes first.
 - Proof of total disability must be provided to The Hartford within one year of total disability, and premiums will be waived after The Hartford approves your status under this extension of benefits.
 - If you are applying for waiver of premium and want to ensure continued coverage, you will need to convert your policy as listed below in Section B. If your waiver application is approved, you will then need to cancel your conversion policy. If your waiver application is not approved, you will have the option to continue with your converted policy.
- B. Conversion Privilege: **must be applied for within 31 days after your coverage ends if you are not eligible for waiver of premium, or your waiver of premium has not been approved.**
 - This option may be available to you and your eligible dependents if your insurance ends, you are no longer in a covered class, or coverage for your employment class has been cancelled and you have been insured for five years for that insurance.

- The amount of insurance eligible for conversion will depend upon the reason your coverage has ended, as well as other factors.
- The conversion privilege is available for Basic and Optional Life Insurance.
- Proof of good health is not required.
- If an employee dies within 31 days of the coverage termination, the employee's policy is assumed to have converted and a death claim may be payable, regardless of whether or not the employee left Metropolitan Government of Nashville and Davidson County due to a sickness or injury.

C. Portability Provision: **must be applied for within 31 days after your coverage ends.**

- Similar coverage may be continued under this plan feature for you and your eligible dependents, subject to certain limits and conditions.
- You must have been actively at work the day your coverage ended and be under 85 years of age.
- The minimum amount of coverage that may be ported is \$10,000 or the amount of your Supplemental Life with Metro.
- The Portability Provision applies to Basic Life, Accidental Death & Dismemberment, Supplemental Life, and Dependent Life Insurance for your spouse or dependent child(ren).

This notice is not intended to serve as a full explanation of your benefits and rights under the Plan. A full copy of our Plan can be obtained on our web site, or by requesting one from Human Resources.

Additional information, as well as applicable forms, is available to you by calling The Hartford at 877-320-0484 for Conversion and Portability and 888-563-1124 for Waiver of Premium. A Hartford representative will be able to answer specific coverage option questions, as well as send you the forms required to secure coverage under these options.

Again, there are specific time limits associated with each of these continuation options. It is imperative that you act quickly to protect your benefits.