

## Steps to complete the form

1

Click on the download button for save the form on your computer.



2

Fill in the fields of the form and save your information before submitting it to us.

<b>Select your request :</b>		
<input type="checkbox"/> Initial authorization <input type="checkbox"/> Modification <input style="width: 200px; height: 15px;" type="text"/>		
<b>Section 1: Information on the company</b>		
Contract number	Policy owner	
<b>Section 2: Explanations</b>		
<p>Upon receipt of Form 601 (direct deposit of claim benefits) completed by the member, we are providing the direct deposit service for health insurance and dental insurance .</p> <p>For the disabilities benefits, please indicate us if you authorize or not direct deposit of the claim benefits.</p> <p>Please, also indicate to us for each benefit where to post the claim benefits in the case where :</p> <ul style="list-style-type: none"> <li>➢ You refuse the direct deposit for this guarantee</li> <li>➢ An member omit to forward us the form for the direct deposit for this claim benefits</li> </ul>		
<b>Section 3 : Authorization</b>		
Please check <input checked="" type="checkbox"/> the boxes that apply:	<b>I authorize the direct deposit</b>	<b>Claim benefits destination</b>
<b>All classes</b>		
Short term disability	Yes <input type="checkbox"/> No <input type="checkbox"/>	Employer <input type="checkbox"/> Employee <input type="checkbox"/>
Long term disability	Yes <input type="checkbox"/> No <input type="checkbox"/>	Employer <input type="checkbox"/> Employee <input type="checkbox"/>
Health / Dental		Employer <input type="checkbox"/> Employee <input type="checkbox"/>
<b>The following class(es) :</b>		
Short term disability	Yes <input type="checkbox"/> No <input type="checkbox"/>	Employer <input type="checkbox"/> Employee <input type="checkbox"/>
Long tern disability	Yes <input type="checkbox"/> No <input type="checkbox"/>	Employer <input type="checkbox"/> Employee <input type="checkbox"/>
Health / Dental		Employer <input type="checkbox"/> Employee <input type="checkbox"/>
<b>The following class(es) :</b>		
Short term disability	Yes <input type="checkbox"/> No <input type="checkbox"/>	Employer <input type="checkbox"/> Employee <input type="checkbox"/>
Long term disability	Yes <input type="checkbox"/> No <input type="checkbox"/>	Employer <input type="checkbox"/> Employee <input type="checkbox"/>
Health / Dental		Employer <input type="checkbox"/> Employee <input type="checkbox"/>
<b>Section 4: Additional information</b>		
<b>Section 5: Autorization of the policy administrator</b>		
Policy administrator surname	Policy administrator first name	
Signature	Date	
	<input style="width: 40px; height: 15px;" type="text"/> DD <input style="width: 40px; height: 15px;" type="text"/> MM <input style="width: 40px; height: 15px;" type="text"/> YYYY	