

For More Information, Please Visit www.davisvision.com

DAVIS VISION ENROLLMENT & CHANGE FORM

***NOTE****: Return your completed form to your Local Benefits Administrator within 30 calendar days of the date of enrollment, a life event, date of any change(s). Failure to do so may result in a loss of coverage.*

**Reason for Completing This Form**: 🞏 Open Enrollment 🞏 New Enrollment 🞏 Status Change 🞏 Reinstatement 🞏 Address Change

🞏 Dependent Enrollment 🞏 Marital/Dependent Change Status 🞏 Qualified Life Event \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Effective** **Date:** \_\_\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_\_\_\_

**Type of Change:**

🞏 Add Dependent(s) Effective Date \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ 🞏 **Waive Coverage**

🞏 Marital Status Change Effective Date \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

🞏 Cancel Employee Effective Date \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

🞏 Cancel Dependent(s) Effective Date \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

**Member Information:**

**(PLEASE PRINT CLEARLY)**

**Last Name**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **First Name** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **MI** \_\_\_\_ **Social Security No**.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date of Birth**\_\_\_/\_\_\_\_/\_\_\_\_\_ **Gender** 🞏 Male 🞏 Female **Home Address** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Apt. No**. \_\_\_\_\_\_\_\_\_\_\_\_

**City** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **State** \_\_\_\_\_  **Zip** \_\_\_\_\_\_\_\_\_ **Home Phone** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Work Phone** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date of Hire**\_\_\_\_/\_\_\_\_/\_\_\_\_ **Occupation**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Covered by Collective Bargaining Agreement:**  🞏 Yes 🞏 No

**Marital Status**: 🞏 Single 🞏 Married (Marriage Date) \_\_\_\_/\_\_\_\_/\_\_\_\_ 🞏 Divorced 🞏 Widowed

* I am a Full Time Employee Scheduled to regularly work 30 or more hours per week *(20 hours for FCT Bargaining Lay Faculty Members)*

**Employer Information**:

**Institution Name** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Inst./Dept. #.** \_\_\_\_\_\_\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Claims Division Code** \_\_\_\_\_\_\_\_\_\_

**Street Address**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **City**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**State** \_\_\_\_\_\_\_ **Zip** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Telephone** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

November 2020



**Type of Election for the 2020 Plan Year & *Annual Costs***: 🞏 Single **$60.00** 🞏 Two Person **$120.00** 🞏 Family **$180.00** 🞏 **Waive Coverage**

**Dependent Information**

List below your name and the name(s) of eligible dependents(s) to be covered, your spouse and dependent children. A child will be considered a dependent to the end of the month in which they turn age 26 as long as he/she is unmarried, and cannot be insured by or eligible for vision insurance through his/her own employer.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of Dependent** | **Sex**  *(M/F)* | **Relationship**  **To Employee** | **Date of Birth**  *Mo./Day/Yr.* | **Social Security #** |
|  |  | SELF |  |  |
|  |  |  |  |  |
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|  |  |  |  |  |

**Employee Affirmation:**

My signature below affirms eligibility for vision coverage and authorization to deduct elected contribution from my paycheck. All information is complete and true to the best of my knowledge.

**Employee/Participant Signature *(Required*)**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_/\_\_\_\_\_\_/\_\_\_\_\_\_\_

**Employee/Participant Print Name *(Required):*** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Employer’s Signature *(Required*):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_/\_\_\_\_\_\_\_/\_\_\_\_\_\_\_

**Employer Print Name *(Required***): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Note**: Any person who knowingly and with intent to defraud, submit an application for vision benefits or statement of claim containing any materially false information or conceals for the purpose of misleading information concerning any fact material thereto, commits a fraudulent act, which subjects such person to civil penalties.

**Administrators:** Send completed form to Employees Benefit Connections at [ebc@archny.org](mailto:ebc@archny.org) or fax to EBC 1.212.644.0690 – for any questions or further assistance, please call 1.646.794-3060

**Administrators:** *If you are a Regional Employee, your completed form must be sent to your HR Coordinator*.

November 2020