



TO BE COMPLETED BY EMPLOYER

Employer Name \_\_\_\_\_

Firm Number \_\_\_\_\_ Date of Employment (YYYY/MM/DD) \_\_\_\_\_

Employee Occupation \_\_\_\_\_ Waive waiting period?  Yes  No

Regular Earnings \_\_\_\_\_ Frequency  Annually  Bi-Weekly  Weekly

# hours/week \_\_\_\_\_  Semi-Monthly  Monthly  Hourly

Is Status employee tax exempt (for RST purposes)?  Yes  No Status Registry Number (10 digits) \_\_\_\_\_

I certify this employee has been employed full time continuously since the date shown and is working at least the minimum hours as outlined in the General Provisions section of our Master Application or Contract.

Authorized Employer Signature \_\_\_\_\_ Date (YYYY/MM/DD) \_\_\_\_\_

EMPLOYEE INFORMATION (To be completed by the employee)

Employee's Name \_\_\_\_\_ LAST FIRST INITIAL

Gender  Female  Male  Other Expression  Undisclosed Date of Birth (YYYY/MM/DD) \_\_\_\_\_

Non-Status Participant  Status Participant

Marital Status  Single  Common Law – Date of Cohabitation (YYYY/MM/DD) \_\_\_\_\_

Married  Separated

Widowed  Divorced

Home Mailing Address (Number, Street, Apt. Number, PO Box Number) \_\_\_\_\_

City/Town \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone (\_\_\_\_\_) \_\_\_\_\_ Email Address \_\_\_\_\_

DIRECT DEPOSIT

By completing the banking information below, I authorize CINUP to deposit my Health and/or Dental benefit payments into this account.

Branch/Transit Number \_\_\_\_\_ Bank Number \_\_\_\_\_ Account Number \_\_\_\_\_

COVERAGE REQUESTED

You may waive Extended Health Care and Dental Care Benefits for yourself and your dependent(s) ONLY if you are covered for similar benefits under your spouse's plan. You may apply at a later date for benefits you have waived but certain restrictions may apply. Please see your Plan Administrator for details.

Do you or your dependents have other coverage  No  Yes

Name of Insuring Company \_\_\_\_\_ Policy Number \_\_\_\_\_

Other plan includes coverage for Extended Health  Family  Single  None

Dental  Family  Single  None

Are you waiving coverage for Extended Health  No  Yes, for myself and my dependents  Yes, for my dependents only

Dental  No  Yes, for myself and my dependents  Yes, for my dependents only



DEPENDENT INFORMATION – List your spouse and children below (Required for coverage such as Dependent Life, Extended Health Care and Dental) Dependents age 21 and over must be full-time students.

Table with 8 columns: First Name, Last Name, Status, Date of Birth (YYYY/MM/DD), Gender, Relationship, Full-Time Student (age 21 - 25), Disabled Dependent (age 21 or over). Rows include checkboxes for Status, Non-Status, Female, Male, Other Expression, and Undisclosed.

BENEFICIARY DESIGNATION (If information is revised, have employee initial)

I hereby name the following beneficiary of any Life Insurance benefits payable as a result of my participation in this plan. (If you designate more than one beneficiary, please indicate what portion of the benefit each individual is to receive and ensure the total adds up to 100%.) Or, check here if you wish the benefit equally split among the listed beneficiaries. [ ]

Table with 7 columns: First Name, Last Name, Initial, Relationship, Date of Birth (YYYY/MM/DD), % of Benefit (must equal 100%).

To add additional or contingent beneficiaries, please complete a separate Appointment of Beneficiary form.

If the beneficiary is under the age of majority, I appoint the trustee named below to receive any amount payable to a minor beneficiary under this policy. The trustee shall discharge the Insurer for the amount paid. I authorize the trustee to spend all or part of the amount, or interest earned on it, for the support of education of the minor.

Trustee Name \_\_\_\_\_ Relationship \_\_\_\_\_

AUTHORIZATION AND CONSENT

I understand the personal information provided herein as well as any other personal information currently held or collected in the future by JG Benefits Inc. and the insurance carriers of my group insurance policy may be collected, used, or disclosed to administer the terms of the group policy of which I am an eligible member, to develop and recommend suitable products and services to me and my employer, and to manage the organization's business.

I accept the terms of the Privacy Policy, and I understand that I can refer to www.cinup.ca or contact the CINUP Privacy Compliance Officer for more specific information about collection and use of my personal information and my questions about privacy. I acknowledge that I have reviewed the Privacy Policy. The non-exhaustive list of sources that personal information can be collected from and disclosed to includes myself, medical and health professionals, facilities or providers, insurance companies, or other organizations/persons.

I understand the personal information will be kept confidential and secure. I understand I may revoke my consent at any time.

I understand that I have the right to request access to the relevant personal information that CINUP holds in my file, and to have this information corrected or deleted as necessary.

I certify all information contained herein is correct and hereby confirm the beneficiary designation and authorize payroll deductions, if required.

I understand the coverage will only be effective if this application is accepted by the insurance carrier and such coverage shall not be effective prior to the effective date as outlined in the agreement between the insurance carrier and my employer.

If applying for coverage for my spouse and/or dependents, I confirm I am authorized to act on their behalf.

Any copy of this authorization shall be as valid as the original.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_