



EMPLOYEE CHANGE REQUEST

Name of Group (Employer) _____ Case Number _____
Your Name (Certificate Holder) _____ Employee Number _____

I.CHANGE OF NAME

Your Former Name _____ Your Present Name _____
Date Change Occurred _____
Reason for Change: ☐ Marriage ☐ Divorce ☐ Other _____

II.TERMINATE DEPENDENTS INSURANCE

Name _____ Relation _____ Date of Birth _____
Name _____ Relation _____ Date of Birth _____
(If additional space is needed, please use a separate sheet and attach to this request.)

DATE TO BE TERMINATED _____

REASON FOR CHANGE:

☐ Divorce _____
☐ Other (please explain) _____

III.CHANGE OF BENEFICIARY

I hereby revoke any previous beneficiary designation and now am changing the beneficiary to:

(Show as Mary D. Doe, not Mrs. U.B. Doe) Relationship to You _____

IV.CHANGE OF CLASS OF INSURANCE

Change from Class _____ to Class _____
Effective (mm/dd/yy) _____ New Monthly Salary \$ _____
New Job Title _____
Signed by: _____ Date Signed _____
(Authorized Owner, Officer or Partner)

V.YOUR SIGNATURE

Please Note: This change will be made effective the first of the month following receipt in our office.

I hereby request the Insurance Company to update my insurance records to show the changes set forth above.

Your Signature _____ Date Signed _____

Send This Request to:
Allied National Underwriting Department
P.O. Box 29187
Shawnee Mission, KS 66201-9187
800-825-7531 Fax: 913-945-4397
uas@alliednational.com