

The Benefits Center P.O. Box 100158, Columbia, SC 29202-3158

Pacific Time Zone Toll-free: 1-877-851-7637 Fax: 1-877-851-7624 All Other Time Zones Toll-free: 1-800-858-6843 Fax: 1-800-447-2498 Call toll-free Monday through Friday, 8 a.m. to 8 p.m. (all time zones).

For use with policies issued by the following Unum Group ["Unum"] subsidiaries:

Unum Life Insurance Company of America Provident Life and Accident Insurance Company
The Paul Revere Life Insurance Company

OUR COMMITMENT TO YOU

We understand that a disabling illness or injury creates emotional, physical and financial challenges and we want to do whatever we can to help you. You have our commitment to provide you with responsive service and to be understanding and sensitive to your circumstances during the claim process.

When should you use this claim form?

Use this claim form to submit a disability claim to Unum. This form should be used for the following types of claims only:

- · Educator Select Income Protection Plan
- Educator Select Short Term Income Protection Plan
- If you have any of the following additional coverages, we may need to contact you or your employer for additional information.

Short Term Disability • Long Term Disability • Individual Disability • Life Insurance Waiver of Premium • Voluntary Benefits Disability

If you are covered for more than one of these products, you only have to complete this one form.

Who is responsible for completing this claim form?

The information provided on this claim form will be used to evaluate your eligibility for disability benefits. Incomplete or illegible answers may result in a delay of benefit consideration. Please enclose any additional information you feel will assist us in the evaluation of your claim.

- Attending Physician Statement (page 3): Please ask the physician or treating provider primarily responsible for your care to
 complete this statement. Your physician or treating provider should mail or fax the completed form to the address or fax number
 indicated above. Unum is not responsible for expenses associated with the completion of this form.
- Employee Statement (pages 4-5): Please complete this section of the claim form and mail or fax the completed form to the address or fax number indicated above.
- Direct Deposit Request (page 6): If your disability is expected to last more than 8 weeks, please complete this form if you
 wish to have your benefits deposited directly into your bank account.
- Employer Statement (page 7): Please ask your employer to complete this section of the claim form and to mail or fax the completed form to the address or fax number indicated above.
- Employee Authorization: Please sign and date this form and provide a copy to your attending physician and mail or fax the completed form to the address or fax number indicated above. This form authorizes the release of medical information needed to evaluate your claim.

Questions?

If, at any time, you have questions about the claim process or need help to complete this form, please call the above toll-free number. Our Contact Center is staffed with experienced professionals who can be contacted from 8 a.m. to 8 p.m. Monday through Friday.



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CLAIM FRAUD WARNING STATEMENTS

For your protection, the laws of several states, including Alaska, Arizona, Arkansas, Delaware, Idaho, Indiana, Kentucky, Louisiana, Minnesota, New Hampshire, Ohio and Oklahoma, and others require the following statement to appear on this claim form:

Fraud Warning

Any person who knowingly, and with intent to injure, defraud, or deceive an insurance company, files a statement of claim containing any false, incomplete, or misleading information is guilty of insurance fraud, which is a felony.

Fraud Warning for California Residents

For your protection, California law requires the following to appear on this claim form:

Any person who knowingly presents a false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.

Fraud Warning for Colorado Residents

For your protection, Colorado law requires the following to appear on this claim form:

It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance, and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado Division of Insurance within the Department of Regulatory Agencies.

Fraud Warning for the District of Columbia, Maine, Tennessee and Virginia Residents

For your protection, the District of Columbia, Maine, Tennessee and Virginia law requires the following to appear on this claim form:

It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purposes of defrauding the company. Penalties may include imprisonment, fines or a denial of insurance benefits.

Fraud Warning for Florida Residents

For your protection, Florida law requires the following to appear on this claim form:

Any person who knowingly and with intent to injure, defraud or deceive any insurance company, files a statement of claim or an application containing false, incomplete or misleading information is guilty of a felony of the third degree.

Fraud Statement for New Jersey, New Mexico and Pennsylvania Residents

For your protection, New Jersey, New Mexico and Pennsylvania law requires the following to appear on this claim form:

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance 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 insurance act, which is a crime and subjects such person to criminal and civil penalties.

Fraud Statement for New York Residents

For your protection. New York law requires the following to appear on this claim form:

Any person who knowingly and with the intent to defraud any insurance company or other person files an application for insurance 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 insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.

Fraud Statement for Puerto Rico Residents

For your protection, Puerto Rico law requires the following to appear on this claim form:

Any person who knowingly and with the intention of defrauding presents false information in an insurance application, or presents, helps, or causes the presentation of a fraudulent claim for the payment of a loss or any other benefit, or presents more than one claim for the same damage or loss, shall incur a felony and, upon conviction, shall be sanctioned for each violation with the penalty of a fine of not less than five thousand (5,000) dollars and not more than ten thousand (10,000) dollars, or a fixed term of imprisonment for three (3) years, or both penalties. If aggravating circumstances are present, the penalty thus established may be increased to a maximum of five (5) years; if extenuating circumstances are present, it may be reduced to a minimum of two (2) years.



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Call toll-free Monday throl	ugn Friday, 8 a	i.m. to 8 p.m.	(all time 20h	es).					
A. ATTENDING PHYSICIAN'S STATEMENT (PLE	ASE PRINT)								
Name of Patient	ohone Number	Date of Birth	Social Security Number						
Instructions: If this claim is related to normal pregnancy, complete All Other Conditions section. In all situations, you must co					omplicated pre	egnancy, complete			
NORMAL PREGNANCY									
	nen did symptoms	first appear?							
Expected Delivery Date:									
Date First Unable to Work Dates Hospitalized to									
3. Has patient been released to work in her own occupation?	☐ Yes ☐ No In	any occupation?	☐ Yes ☐ No)					
If not, when should the patient be able to return to work? Fu	ıll Time			Part Time					
ALL OTHER CONDITIONS									
1. Diagnosis - Please include the primary diagnosis and list any	/ secondary condi	tions.							
Diagnosis (including any complications) include ICD9 and/or DS	SM IV Multi Evalu	ation Nomencla	ture and Code	Number					
2. Date First Unable to Work	Dates Hospitali	zed		to					
3. Has patient been released to work in his/her own occupation	? ☐ Yes ☐ No	In any occupation	on? ☐ Yes ☐	No					
If not, when should the patient be able to return to work? Fu	ıll Time			Part Time					
4. Is this disability related to the patient's employment? \Box Yes									
5. Has patient ever had the same or a similar condition? \Box Yes									
Date of first visit for this illness or injury – When did symptom.	s first appear or a	ccident happen?							
7. Nature of treatment (including surgery and medications presc	ribed)			Name of Surgica	al Procedure	Date of Surgery			
8. If the patient has demonstrated a loss of function, please des	cribe restrictions a	and limitations in t	he space provi	ded below.					
RESTRICTIONS (What the patient should not do)									
LIMITATIONS (What the patient cannot do)									
Date restrictions and limitations began.									
Referring physician or other treating physicians (names, addr	esses, telephone	numbers):							
Please include copies of all applicable office notes and test	results.								
FRAUD NOTICE: Any person who knowingly files a stateme ties. This includes Employer and Attending Physician portion		-	isleading infor	mation is subje	ect to criminal	and civil penal-			
Print or Type Name		Degree		Medical Spe	ecialty				
Street Address			Telephone I	Number					
City	ZIP Cod	ZIP Code Fax							
Signature of Physician				Date					
SSN or Employer's ID Number:		you, the physician, related to this patient? Yes No							



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						J,		,					
B. EMPLOYEE'S STATE							ı				1.		
1. Claimant's Name (as printed on your Social Security Card)							Home Telephor	ne Numbe	er Date of Bir	th	Socia	I Security	y Number
					Cell Telephone	Number							
							Cell Telephone	Number	□ Male □	Female	Heiah	nt	Weight
Home Address (Street, City, St	ate. ZIP)								Widio =	Tomaic	ricigi		Weight
, , , , , , , , , , , , , , , , , , ,	,												
The state in which you work	Prefer	red e	-mail ac	dress where	e yo	ou can l	e reached						
Language Preference: En	glish 🗌 Span	ish	Othe	er									
2. Employer Name											Policy	/ Numbe	r
3. Occupation				4. List th	e d	uties of	your occupation	n at the tir	me of your disabi	lity (grade	e taug	ht, etc.)	
5. How does your injury or sick	kness impede y	our a	bility to	do your occ	upa	ational c	luties?						
6. Marital Status:			If you a	re married,	spo	use's n	ame		Spouse's Date	of Birth	Is spouse employed?		
☐ Single ☐ Married ☐ Wido	wed Divor	ced	-									☐ Yes	□No
7. Is this disability due to			nt 🗆	Other Accid	ent	☐ Sic	kness 🗌 Wor	k-related	Injury/Sickness	☐ Pregr	ancy		
For any accident related claim, d									, ,			date of p	regnancy test?
	,	, ,		,	,								,
									1				
,	9. You have be			1	e yo	u returi	ned to work? If y	es, when	? 11. If you hav		irned t	o work, v	when do you
symptoms of your	to work bec			Part					expect to				
disability.	this disability since Time:								Part Time:			Full Tim	e:
what date?													
Time:													
12. Number of Hours Worked of													
13. Check the other income be	-		_				_	-		ne informa	ation r	equested	d.
If you have been approved o													
Have you filed for Sabbatical L	eave?	Yes	☐ No	*				-	filed for LA 90-da	ay Extend	led Si	ck Leave	? ☐ Yes ☐ No
Do you intend to file?		Yes		If no, do y				☐ Yes					
If filed, has it been approved?		Yes	□ No	If filed, has			proved? Payment Began	☐ Yes					
Date Payment Began:				If approve	u.		ent Amount \$ _			-			
Payment Amount \$	wk/mor						ent Amount \$ _						
Other Leave:		Yes	□ No	What T	/pe′	?			Payment	Amount \$			wk/month
			If	yes				Date Be					
	Yes	No		W	EEKLY	MONTHLY	Begin Date	Э	Through D	ate			
Social Security Retirement			\$										
Social Security Disability			\$										
State Disability			\$										
Teacher's Retirement - Disabili	ity \square		\$										
Teacher's Retirement			\$										
Public Employee Retirement			\$										
Public Employee Disability			\$										
Pension/Disability			\$										
Unemployment			\$										
Other (Include Individual Disab	oility or												
Group Disability Benefits)		Yes	□No		Pa	ayment	Amount \$		wk/month.				
14. Number of Regular Sick Da	ays Accumulate	ed			1	5. Have	you filed a Wor	ker's Con	npensation Claim	1?	☐ Yes	s 🗆 No	
						Doy	ou intend filing	a Workers	s' Compenation (Claim?	☐ Yes	s □ No	
						If file	ed has it been a	pproved?			☐ Yes	s 🗆 No	
						Amo	unt		Date Paymer	it Began			
16a. Have you ever been emp					s)?	☐ Yes	S □ No						
16b. Please list name(s) of sch	nool(s)/District(s) and	d years	employed.									



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	ID DELAY IN PROCESSING YOUR ACH COPIES OF MEDICAL RECOR		DR(S)
First medical attention for the current disability was given by (compl			
Doctor's Name	Telephone: () Fax: ()	Specialty	
Address (Street, City, State, Zip)	Dates Seen to		
List all other physicians and hospitals you have seen for this conditi	gn:		
Doctor's Name	Telephone: () Fax: ()	Specialty	
Address (Street, City, State, Zip)	Dates Seen to		
Doctor's Name	Telephone: () Fax: ()	Specialty	
Address (Street, City, State, Zip)		Dates Seen to	
Doctor's Name	Telephone: () Fax: ()	Specialty	
Address (Street, City, State, Zip)	Dates Seen to		
Hospital			
Address (Street, City, State, Zip)	Dates of Confinement to		
Have you ever had the same or a similar condition in the past? Yes No If yes, complete the following concerning your pas	t treatment:		
Doctor's Name	Telephone: () Fax: ()	Specialty	
Address (Street, City, State, Zip)	Dates Seen to		
Hospital		,	
Address (Street, City, State, Zip)		Dates of Confinement to	
List your dependent children who are under age 25 (attach addition Name	al sheets if necessary). Date of Birth	ĭ	Attending College?
			☐ Yes ☐ No
			☐ Yes ☐ No
Information about your income tax withholding: If your request for benefits is approved, do you want the minimum \$ If you would like more than \$88.00 withheld please state the dollar in the state of			urposes.
I have read and understand the fraud notices listed on the instruction	on page of this form.		
The above statements are true and complete to the best of my known	wledge and belief. (Your signature is	s required for benefit consider	ration.)
Signature	Date		



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C. DIRECT DEPOSIT REQUEST

If your claim is approved, we are pleased to offer you the security and convenience of having your monthly benefit check deposited electronically to your bank account. Direct Deposit means no more mail delays or trips to the bank to cash your check.

• How does direct deposit work?

Each month, our bank will transfer your benefit payment directly into your bank account. We recommend this payment option because it is predictable, safe and convenient. This is the same system enjoyed by over 15 million Social Security recipients.

How do I sign up?

Complete the below section of this form and forward to us. Be sure to print the information clearly. You may want to verify your account and transit/routing numbers with your bank to avoid delays.

How soon can my direct deposits begin?

To ensure accuracy, your Direct Deposit will begin within 30 days of our notification to your bank. This means you may still receive checks by mail after you send in your request. Once Direct Deposit processing begins, your funds will be deposited into your bank account on the second business day after the day your benefit payment is processed.

What if I have questions?

Call our Customer Service Line at 1-800-413-7671. This toll-free number is available Monday through Friday from 8:00 A.M. to 4:00 P.M. EST.

• What happens if I am out of town when the benefit payment is due?

Your deposit is in your account. You may access it anytime after it is deposited.

What if I change banks?

Simply call and we will send a request form for your completion or you can provide us with the new bank information in writing. You may receive a paper check in the mail for one payment while we process your change request.

• Can I change my mind?

Yes. You can start or stop Direct Deposit at any time. Just write and tell us.

Now what?

We will transfer your benefits directly to your bank every month. No more waiting for the mailman, standing in line at the bank, or remembering to send us a change of address each time you establish a temporary residence.

Social Security Number:	Name of Bank							
Name:	City State Zip							
Address:	Phone ()							
	Type of Account ☐ Checking ☐ Savings							
Tel #: ()	Account Number							
I authorize Unum to deposit my Benefit payments to the bank shown here.	Transit/Routing Number*							
Signed — Date:—	*Savings (Contact Bank/Credit Union for Transit/Routing Number)							



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				,	3			(
D. EMPLOYER STATEME	NT (PL	EAS	E PR	INT)											
To be completed by Employer															
1. Employer Name											Em (ploye	er's Phone N	Number	
Employer Address (Street, City, Sta	ate, ZIP)														
Policy Numbers Division Number															
2. Employee's Name															
Social Security Number	Date of Hi	Hire Effective Date of LTD Insurance Employee's Work Schedule at Time Last WorkedDays per weekHours per day													
Average monthly earnings in effect Please refer to your contract for yo Has the employee's employment b	ur earning	gs defi	inition.			If yes, plea	se pro	 ovide termination	date						
Please advise the following benefit	selection	s appl	licable	to this	emplo	vee. Elimii	nation	Period	EE Be	nefit Ele	ection		Benefit	Duration	1
Does the employee have the follow						,			Benefits	Disabi	litv 🗆	Yes	□ No		
3. Has employee returned to work?						u1100 =			☐ Full T				Hours Pe	er Week	
4. Job Title/Major Job Duties			·												
Is the Employee also a Coach?	Yes	No													
5. Date last worked prior to claim		6. Nur	mber o	f hours	s work	ed that day	'								
7. Date paid through		For \square	Salar	y Cont	inuatio	n 🗆 Vacat	ion Pa	ay 🗆 Accrued Sid	ck Pay						
8. Does this employee contribute to								Yes □ No		care?	Yes		Jo		
9. Are you as the employer able to															
(i.e. job modification, part time, etc.				pioyee	sres	nctions an	a iirnii	ations, ii appropr	iate, for	an early	return	to w	OTK?		
(i.e. job modification, part time, etc.) I loase	CIADOI	aic.												
10. Employee's immediate supervis	sor: Name	e						Title		Te	lephone	e Nur	nber		
11. How was the LTD premium paid			ar in v	hich t	he disa	ability occu	rred?				•				
□ Pre-tax	3 101 tilo p	Jian ye		oaid by											
□ Post-tax				oaid by				Please call 1-	800-845	-2290 f	or tax r	elate	d question	าร	
12. Is employee eligible for:				If yes				Date	e Benefit	s					
	Yes	s No		,		WEEKLY MONTHLY		Begin Date		Throug	gh Date				
Unemployment							_					_			
State Disability Teacher's Retirement System-Disa	bility						_					-			
Teacher's Retirement							_					-			
Social Security Retirement												_			
Social Security Disability			\$									_			
Public Employee Retirement-Disab			\$				_					_			
Other Benefits							_					-			
Workers' Compensation Has Workers' Compensation	H		Ψ	orkoro	' Com		Claim	has been denied	nloaco	cuhmit		-			
claim been filed?						nial with th			, piease	Subillit					
Has the employee filed for Sabbati	nal I aava	2						in the state of Lo	nusiana.						
Is employee eligible to file?	cai Leave	''	Yes	□ No	Is he/	she eligible	for L	A Extended Sick	Leave?	☐ Yes	N	0			
If filed, has it been approved?			Yes	□No	If yes	, has he/sh	e filed	1?		☐ Yes	N	0			
Date Payment Began:						does he/sh					N				
						I, has it be					N				
					If app	roved: Dat	e Pay	ment Began:		Pay	ment A	mou	nt \$		_ per month
Other Leave:		☐ Yes	□ N	٥ ١	What T	ype?				Paym	ent Am	ount	\$		wk/month
13. Will (or has) the employee filed employee, labor management, state								If yes, Weekly Amou	nt \$			_ D	ate		
The above statements are true and	l complete	e to th	e best	of my	knowl	edge and b	elief.								
Name of Person Completing Form															
Employer's Taxpayer ID Number (E	EIN) or Pu	ıblic E	mploye	er Soci	ial Sec	urity Numb	er. If	you have neither,	please	explain	Teleph	one I	Number		
Title of Person Completing Form					E-ma	ail Address					Fax Nu	ımbe	r		
Signature					-						Date S	igne	d		



DISABILITY CLAIM FORM

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EMPLOYEE AUTHORIZATION - FOR EMPLOYEE TO COMPLETE

NOTE: This authorization is designed to comply with the Health Insurance Portability and Accountability Act (HIPAA) Privacy Rule. You are not required to sign the authorization, but if you do not, Unum may not be able to evaluate or administer your claim(s). Please sign and return this authorization to The Benefits Center noted above.

Authorization

I authorize any health care provider including, but not limited to, any health care professional, hospital, clinic, laboratory, pharmacy or other medically related facility or service; health plan; rehabilitation professional; vocational evaluator; insurance company; reinsurer; insurance service provider; third party administrator; producer; the Medical Information Bureau; GENEX Services, Inc.; the Association of Life Insurance Companies, which operates the Health Claims Index and the Disability Income Record System; government organization; professional licensing body; and employer that has information about my health, financial or credit history, professional license, earnings, employment history, or other insurance claims and benefits, including Social Security benefits, to disclose any and all of this information to persons who administer claims for Unum Group, its insurance subsidiaries* and duly authorized representatives ("Unum"), and, where applicable, to persons or entities that may assist me with or provide services related to my claim(s) for Social Security or other government-sponsored benefits. Information about my health may relate to any disorder of the immune system including, but not limited to, HIV and AIDS; use of drugs and alcohol; and mental and physical history, condition, advice or treatment, but does not include psychotherapy notes.

I understand that any information Unum obtains pursuant to this authorization will be used to evaluate and administer my claim(s) for benefits, including any assistance in my return to work. I further understand that the information is subject to redisclosure and might not be protected by certain federal regulations governing the privacy of health information.

This authorization is valid for two (2) years from the date below, or the duration of my claim, whichever is shorter. A photographic or electronic copy of this authorization is as valid as the original. I understand I am entitled to receive a copy of this authorization.

I may revoke this authorization in writing at any time except to the extent Unum has relied on the authorization prior to notice of revocation or has a legal right to contest a claim under the policy or the policy itself. I understand if I revoke this authorization, Unum may not be able to evaluate or administer my claim(s) and this may be the basis for denying my claim(s). I may revoke this authorization by sending written notice to the address above.

I understand if I do not sign this authorization or if I alter its content in any way, Unum may not be able to evaluate or administer my claim(s) and this may be the basis for denying my claim(s).

(Employee Signature)	(Date Signed)
(Print Name)	(Social Security Number)
Signed on behalf of the claimant as	(indicate relationship). If Power of Attorney
* This authorization is valid for the following Unur	m insurance subsidiaries: Unum Life Insurance

Company of America, Provident Life and Accident Insurance Company, The Paul Revere Life Insurance

Company.

Unum is a registered trademark and marketing brand of Unum Group and its insuring subsidiaries.