

# CBIA Eyewear Savings Plan Renewal Form



Company: \_\_\_\_\_

CBIA membership #: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Benefits contact person: \_\_\_\_\_

Contact e-mail address: \_\_\_\_\_

Phone: \_\_\_\_\_

Employee families participating: \_\_\_\_\_ x \$12 = \$ \_\_\_\_\_

Payment method:  Company check  MC  VISA  AMEX

Please charge this card for all current & future enrollments in the 2012 plan year  Yes  No

Credit Card #: \_\_\_\_\_ Exp. date: \_\_\_\_\_

Authorized signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Mail completed form, data sheet(s) and payment in full to:  
CBIA Eyewear Savings Plan, 350 Church Street, Hartford, CT 06103-1126**



**PHONE** 860-244-1900



**FAX** 860-278-8562



**INTERNET** [cbia.com](http://cbia.com)

# **CBIA Eyewear Savings Plan Renewal Instructions**



- 1. Review the enclosed data sheet. It lists the names of your employees currently participating in the CBIA Eyewear Savings Plan.**
- 2. Please make any necessary corrections to the list. Add new employees to the plan by typing them in the space provided on the data sheet or by attaching a typed list. Draw a line through any names that should be deleted.**
- 3. Complete the Renewal Form on the reverse side of these instructions.**
- 4. Your revised data sheet, the completed Renewal Form and payment should be received by CBIA no later than Jan. 31, 2012 to receive uninterrupted service and a full year of participation.**
- 5. Payment options**
  - A. Company check payable to CBIA-SC. We cannot accept personal checks.**
  - B. Company credit card. Fill in your credit card information on the front of this Renewal Form. We cannot accept personal credit cards.**
- 6. Mail completed Renewal Form, data sheet(s) and payment in full by Jan. 31, 2012 to:  
CBIA Eyewear  
350 Church Street  
Hartford, CT 06103-1126**
- 7. CBIA membership dues for 2012 must be paid prior to continuing in this program.**
- 8. This plan year ends Jan. 31, 2013.**

**Your renewal and payment must be received by Jan. 31, 2012 for you and your employees to maintain uninterrupted participation and enjoy a full year's benefit.**