# GROUP ACCIDENT, CRITICAL ILLNESS/SPECIFIED DISEASE & HOSPITAL INDEMNITY CLAIM FORM

## Employee/Member/Claimant Statement for Death Benefits

### Hartford Life and Accident Insurance Company

**In furnishing this form, The Hartford® does not waive any of its rights or defenses nor admit liability.** The Hartford® is The Hartford Financial Services Group, Inc., and its subsidiaries.

**Employee/Member/Claimant Responsibilities:**

1) Complete, sign and date this form. For assistance with completing this form, please call (866)547-4205.
2) Provide any supporting documentation as noted in the Death and Accident Information sections. The claimant is responsible for any fees charged for proof requirements.
3) Submit the form and required documentation to The Hartford Supplemental Health Benefit Department, PO Box 99906, Grapevine, TX 76099; or fax to (469)417-1952.
4) If you are enrolled for any other group coverage through The Hartford for which benefits may be available as a result of the covered event, please submit the appropriate claim(s). Contact the employer/policyholder for assistance if you are uncertain of other coverage.

### EMPLOYER/POLICYHOLDER INFORMATION

| **Employer/Policyholder Name** | **Policy Number** |
|---|---|
| CBIA Service Corporation | 678208 |

### EMPLOYEE/MEMBER INFORMATION

| **Employee/Member Name** (First MI Last) | **SSN or Tax ID #** | **Gender** ☐ Male ☐ Female |
|---|---|---|
| **Address** (Street, City, State & Zip) | | **Date of Birth** |
| **E-mail Address** | **Phone Number** | **Cell/Mobile Number** |
| **May we have your authorization to deliver confidential medical or benefit information via personal cell phone?** ☐ Yes ☐ No **Via email?** ☐ Yes ☐ No; If Yes to either personal cell phone or email, please initial here to confirm your response: _____ | | |
| **Does the employee/member have major medical insurance or other primary health insurance?** ☐ Yes* ☐ No | ***If Yes, provide name of insurance carrier and policy number:** | |
| **Is the employee/member currently actively working?*** ☐ Yes ☐ No; *If No, provide date last worked and reason:* | | **Hours Worked/Week*** |

*Complete these fields only if there is an employer/employee relationship between the employee/member and the group. Do not complete for other group types.

### DEPENDENT INFORMATION – COMPLETE IF THIS CLAIM IS FOR A DEPENDENT OF THE EMPLOYEE/MEMBER

| **Dependent Name** (First MI Last) | **SSN or Tax ID #** | **Date of Birth** |
|---|---|---|
| **Relationship** (To employee/member) | **Was the child incapacitated/ disabled?** (If applicable) ☐ Yes ☐ No | **Was the child married or in a partnership?** (If applicable) ☐ Yes ☐ No |
| **Was the child a full-time student?** (If applicable) ☐ Yes* ☐ No | ***If Yes, provide name and contact info for the school:** | |

### CLAIM INFORMATION

| **Which policy is this benefit being requested under?** (Check all that apply) ☐ Accident ☐ Critical Illness/Specified Disease ☐ Hospital Indemnity | **Is this the first claim submitted for this event/insured?** ☐ First Claim ☐ Additional/Follow-Up Claim |
|---|---|

### DEATH INFORMATION

**A certified copy of the death certificate for the deceased person must be submitted with this claim form.**

| **Date of Death** | **Was an autopsy performed?** ☐ Yes ☐ No | **Did the death occur outside of the U.S.?** ☐ Yes* ☐ No; **If Yes, complete Death of American Citizen Abroad form.* |
|---|---|---|
| **Did the deceased have any chronic disease, physical defect or deformity?** ☐ Yes* ☐ No | ***If Yes, describe:** | |
| **Coroner Name** | **Coroner Address** (City, State & Zip) | **Coroner Phone #** |

### ACCIDENT INFORMATION – COMPLETE IF THIS CLAIM IS THE RESULT OF AN ACCIDENT

**Available/applicable supporting documentation, such as autopsy results/reports, law agency/police reports, toxicology reports or newspaper/news source accounts of the accident, should be included with the claim submission.**

| **Date of Accident** | **Time of Accident** (HH:MM) ☐ AM ☐ PM | **Who was involved in the accident?** (Check all that apply) ☐ Employee/Member ☐ Spouse ☐ Child(ren) |
|---|---|---|
| **Location of Accident** (Place Name, Street, City, State & Zip) | | |

**FORM CONTINUES ON NEXT PAGE**

## **ACCIDENT INFORMATION** – CONTINUED; COMPLETE IF THIS CLAIM IS THE RESULT OF AN ACCIDENT

| **Complete the rest of this section only if this claim is the first claim submitted for this injured person for this accident. Proceed to the Benefit Information section if this is an additional/follow-up claim.** | | |
|---|---|---|
| **Was this a motor vehicle accident?** ☐ Yes ☐ No | **Did any law agency investigate the accident?** ☐ Yes* ☐ No; *If Yes, provide a copy of report.* | ***If Yes, provide agency name and contact info:** |
| **Did the accident happen while the injured person was working?** ☐ Yes** ☐ No | | ****If Yes, will/has a worker's comp (or equivalent) claim been filed?** ☐ Yes/To be Filed ☐ No |
| **Provide a detailed explanation of the accident, including how it happened and what the injured person was doing at the time of the accident:*** | | |

***If additional space is needed, please provide on a separate sheet of paper and submit with this form. Include the employee/member name, SSN/Tax ID# and policy #.

## **CLAIMANT INFORMATION –** COMPLETE ONLY IF THE CLAIMANT **IS NOT** THE EMPLOYEE/MEMBER

| **Claimant Name** (First MI Last) | **Phone Number** | **Cell/Mobile Number** |
|---|---|---|
| **Complete Mailing Address** (Street/Box, City, State & Zip) | **E-mail Address** | |
| **May we have your authorization to deliver confidential medical or benefit information via personal cell phone?** ☐ Yes ☐ No<br>**Via email?** ☐ Yes ☐ No; If Yes to either personal cell phone or email, please initial here to confirm your response: _____ | | |

## **CLAIMANT CERTIFICATION**

By signing below, I hereby certify that:
1) The information provided on this form is true and complete to the best of my knowledge and belief; and
2) I have read and understand the "Important Notice–Fraud Warning Statements" that applies to my state of residence.

| **Claimant Signature** | **Date of Signature** |
|---|---|
| | |

## **BENEFICIARY CERTIFICATION** – COMPLETE ONLY IF THE CLAIMANT IS A BENEFICIARY

| **Relationship to Employee/Member** | **SSN/Tax ID # or Estate/Trust Tax ID #** |
|---|---|
| **Citizenship**<br>☐ U. S. Citizen ☐ U. S. Resident ☐ Nonresident Alien* | **If a Nonresident Alien, a W-8BEN must be obtained from the IRS and submitted with this form.* |

**Certification:** Under penalties of perjury, by signing below I certify that:
1) the number shown on this form as my Social Security Number (SSN) or Tax ID Number is my correct taxpayer identification; and
2) I am not subject to a backup withholding by the Internal Revenue Service (IRS) because (a) I am exempt from backup withholding; (b) I have not been notified by the IRS that I am subject to backup withholding (as a result of a failure to report all interest and dividends0; or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3) I am a U.S. person, resident alien or nonresident alien with appropriate documentation.

**Certification Instructions:** You must cross out item 2 (immediately above) if you have been notified by the IRS that you are currently subject to a backup withholding because you have failed to report all interest and dividends on your tax return(s).

**The IRS does not require your consent to any provision of this document other than the certifications required to avoid backup withholding.**

**By signing below, I also certify that I have read and understand the "Important Notice–Fraud Warning Statements" that applies to my state of residence.**

| **Beneficiary Signature** | **Date of Signature** |
|---|---|
| | |

# GROUP ACCIDENT, CRITICAL ILLNESS/SPECIFIED DISEASE & HOSPITAL INDEMNITY CLAIM FORM

## Beneficiary Certification

### Hartford Life and Accident Insurance Company

**In furnishing this form, The Hartford® does not waive any of its rights or defenses nor admit liability.** The Hartford® is The Hartford Financial Services Group, Inc., and its subsidiaries.

**Beneficiary Responsibilities:**

1) Each beneficiary of benefits under the policy must complete and sign a Beneficiary Certification. Beneficiaries can complete the same form, or each may submit a separate form. For assistance, please call (866)547-4205.
2) If the claim is payable to an estate, this statement must be completed by the executor/administrator of the estate and must include certified estate papers and the estate tax ID number.
3) If beneficiary is a minor, this statement must be completed by the minor's guardian/custodian. Include certified documents of the guardian's legal appointment of the minor's estate or property, and the provide minor's SSN and copy of the minor's birth certificate.
4) Submit the form(s) to The Hartford Supplemental Health Benefit Department, PO Box 99906, Grapevine, TX 76099; or fax to (469)417-1952.

### EMPLOYEE/MEMBER & POLICY INFORMATION

| **Employee/Member Name** (First MI Last) | **Last 4 Digits of SSN or Tax ID #** | **Policy Number** |
|---|---|---|
| | | |

### BENEFICIARY INFORMATION AND CERTIFICATION – 1

| **Beneficiary Name** (First MI Last) | | **Date of Birth** |
|---|---|---|
| **Relationship to Employee/Member** | **SSN/Tax ID # or Estate/Trust Tax ID** | |
| **Complete Mailing Address** (Street/Box, City, State & Zip) | | |
| **E-mail Address** | **Phone Number** | **Cell/Mobile Number** |

**May we have your authorization to deliver confidential medical or benefit information via personal cell phone?** ☐ Yes ☐ No
**Via email?** ☐ Yes ☐ No; If Yes to either personal cell phone or email, please initial here to confirm your response: _____

**Citizenship**
☐ U. S. Citizen ☐ U. S. Resident ☐ Nonresident Alien*

**If a Nonresident Alien, a W-8BEN must be obtained from the IRS and submitted with this form.*

Certification: Under penalties of perjury, by signing below I certify that:

1) the number shown on this form as my Social Security Number (SSN) or Tax ID Number is my correct taxpayer identification; and
2) I am not subject to a backup withholding by the Internal Revenue Service (IRS) because (a) I am exempt from backup withholding; (b) I have not been notified by the IRS that I am subject to backup withholding (as a result of a failure to report all interest and dividends0; or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3) I am a U.S. person, resident alien or nonresident alien with appropriate documentation.

Certification Instructions: You must cross out item 2 (immediately above) if you have been notified by the IRS that you are currently subject to a backup withholding because you have failed to report all interest and dividends on your tax return(s).

The IRS does not require your consent to any provision of this document other than the certifications required to avoid backup withholding.
By signing below, I also certify that I have read and understand the "Important Notice–Fraud Warning Statements" that applies to my state of residence.

| **Beneficiary Signature** | **Date of Signature** |
|---|---|
| | |

### BENEFICIARY INFORMATION AND CERTIFICATION – 2 (IF APPLICABLE)

| **Beneficiary Name** (First MI Last) | | **Date of Birth** |
|---|---|---|
| **Relationship to Employee/Member** | **SSN/Tax ID # or Estate/Trust Tax ID** | |
| **Complete Mailing Address** (Street/Box, City, State & Zip) | | |
| **E-mail Address** | **Phone Number** | **Cell/Mobile Number** |

**May we have your authorization to deliver confidential medical or benefit information via personal cell phone?** ☐ Yes ☐ No
**Via email?** ☐ Yes ☐ No; If Yes to either personal cell phone or email, please initial here to confirm your response: _____

**Citizenship**
☐ U. S. Citizen ☐ U. S. Resident ☐ Nonresident Alien*

**If a Nonresident Alien, a W-8BEN must be obtained from the IRS and submitted with this form.*

Certification: Under penalties of perjury, by signing below I certify that:

1) the number shown on this form as my Social Security Number (SSN) or Tax ID Number is my correct taxpayer identification; and
2) I am not subject to a backup withholding by the Internal Revenue Service (IRS) because (a) I am exempt from backup withholding; (b) I have not been notified by the IRS that I am subject to backup withholding (as a result of a failure to report all interest and dividends0; or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3) I am a U.S. person, resident alien or nonresident alien with appropriate documentation.

Certification Instructions: You must cross out item 2 (immediately above) if you have been notified by the IRS that you are currently subject to a backup withholding because you have failed to report all interest and dividends on your tax return(s).

The IRS does not require your consent to any provision of this document other than the certifications required to avoid backup withholding.
By signing below, I also certify that I have read and understand the "Important Notice–Fraud Warning Statements" that applies to my state of residence.

| **Beneficiary Signature** | **Date of Signature** |
|---|---|
| | |

# GROUP ACCIDENT, CRITICAL ILLNESS/SPECIFIED DISEASE & HOSPITAL INDEMNITY CLAIM FORM

## Authorization to Obtain and Disclose Information

**Hartford Life and Accident Insurance Company**
The Hartford® is The Hartford Financial Services Group, Inc. and its subsidiaries, including insurance issuing company Hartford Life and Accident Insurance Company

**Employee/Member/Claimant Responsibilities:**

1) A copy of this form must be submitted for each person for whom benefits are being claimed. This form is only required once per person per event, regardless of the number of claim submissions. For assistance, please call (866)547-4205.
2) Submit the form(s) to The Hartford Supplemental Health Benefit Department, PO Box 99906, Grapevine, TX 76099; or fax to (469)417-1952.

### EMPLOYEE/MEMBER & POLICY INFORMATION

| **Employee/Member Name** (First MI Last) | **Last 4 Digits of SSN or Tax ID #** | **Policy Number** |
|---|---|---|
| | | |

### AUTHORIZATION TO OBTAIN AND DISCLOSE INFORMATION

To any health care provider, employer, benefit plan, insurer, service provider, financial institution, consumer reporting agency, educational institution, or federal, state, or local government agency (including the Social Security Administration and Veterans Administration) – **I AUTHORIZE** you to disclose to The Hartford a complete copy of any and all of the following personal or privileged information, records, or documents relative to:

| **Name of Insured Employee/Member or Dependent** | **Date of Birth** | **Last 4 Digits of SSN or Tax ID #** |
|---|---|---|
| | | |

- Any and all medical information or records, including x-ray films, medical histories, physical, mental, or diagnostic examinations, and treatment notes, and including information regarding HIV/AIDS, communicable diseases, alcohol or drug abuse, and mental health;
- Work information and history, including job duties, earnings, personnel records, and client lists;
- Information on any insurance coverage and claims filed, including all records and information related to such coverage and claims; and
- Business transactions billing, invoice, and payment records;

The information obtained by use of this Authorization will be used for the purpose of evaluating and administering my claim for benefits and/or leave request. Such information shall be referred to herein collectively as "My Information."

**I UNDERSTAND** that once My Information has been disclosed to The Hartford as permitted under this Authorization, it may be re-disclosed by The Hartford as permitted by law or my further authorization. I further authorize The Hartford to use or disclose My Information (i) to my employer for a) functions related to accommodating my disability; b) responding to claims related to accommodation or adverse or discriminatory treatment related to my claim; c) responding to complaints by me or my representative relating to benefits or leave; d) responding to any litigation or agency document production request or lawful subpoena; e) federal, state, or other leave administration; f) fulfilling fiduciary obligations under my benefit plan; or (g) claim or other audits or reviews; (ii) to the administrator or other service providers of my employer 's benefit plan, other benefits, and/or leave programs of my employer for plan, benefit, or program related functions or data aggregation and analysis; (iii) to any claim system used for claims processing or insurance broker to carry out functions related to my benefit plan or claim; (iv) to any health care professional who has treated or evaluated me or who may do so; (v) to other persons or entities performing business, medical, or legal services related to my claim; (vi) for other insurance or reinsurance purposes, including workers' compensation insurance; (vii) as may be lawfully required; (viii) as may be reasonably necessary to protect the personal safety of others; or (ix) as may be reasonably necessary to prevent or detect perpetration of a fraud.

**I UNDERSTAND** that information disclosed pursuant to this Authorization may be subject to re-disclosure by the recipient and no longer subject to the privacy protections under HIPAA. I understand that I have the right to revoke this Authorization for future disclosures except to the extent action has been taken in reliance upon this Authorization. I must revoke this Authorization in writing directly to The Hartford. I understand that my medical treatment, payment, enrollment or eligibility for benefits cannot be conditioned on my signing this Authorization. I understand that this Authorization expires two years from the date listed below, or upon my revocation, if earlier, but will not exceed the term of my coverage under the policy(ies) or benefit plan or program, except as may be reasonably necessary to prevent or detect perpetration of a fraud or protect the personal safety of others. I understand that I am entitled to receive a copy of this Authorization upon request. A photocopy or facsimile of this Authorization shall be as valid as the original. If there is a conflict between a prior request for restriction on the disclosure of My Information and this Authorization, this Authorization will control.

| **Signature of Insured/Claimant or Parent/Guardian** (If insured is under 18) | **Date of Signature** | **Relationship to Insured** |
|---|---|---|
| | | |

# GROUP ACCIDENT, CRITICAL ILLNESS/SPECIFIED DISEASE & HOSPITAL INDEMNITY CLAIM FORM

## Important Notice – Fraud Warning Statements

### Hartford Life and Accident Insurance Company

The Hartford® is The Hartford Financial Services Group, Inc., and its subsidiaries.

**Please read the statement that applies to your state of residence prior to signing the claim form and prior to signing this form.**

**For residents of all states EXCEPT Arizona, California, Colorado, Florida, Kentucky, Maine, Maryland, New Jersey, New York, Oregon, Pennsylvania, Puerto Rico, Tennessee, Virginia and Washington:** Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

**For Residents of Arizona:** For your protection Arizona law requires the following statement to appear on this form. Any person who knowingly presents a false or fraudulent claim for payment of a loss is subject to criminal and civil penalties.

**For Residents of California:** For your protection, California law requires the following to appear on this form: Any person who knowingly presents 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.

**For residents of Colorado:** 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 award payable from insurance proceeds shall be reported to the Colorado Division of Insurance within the Department of Regulatory Agencies.

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

**For residents of Kentucky:** Any person who knowingly and with intent to defraud any insurance company or other person files a statement of claim or an application for insurance 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.

**For residents of Maine, Tennessee and Washington:** It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties may include imprisonment, fines and denial of insurance benefits.

**For residents of Maryland:** Any person who knowingly or willfully presents a false or fraudulent claim for payment of a loss or benefit or who knowingly or willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

**For residents of New Jersey:** Any person who knowingly files a statement of claim containing any false or misleading information is subject to criminal and civil penalties. Any person who includes any false or misleading information on an application for insurance policy is subject to criminal and civil penalties.

**For residents of New York:** 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 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.

**For residents of Oregon:** 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 that the insurer relied upon is subject to a denial and/or reduction in insurance benefits and may be subject to any civil penalties available.

**For residents of Pennsylvania:** 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 hereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

**For residents of Puerto Rico:** 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 by a fine of not less than five thousand dollars ($5,000) and not more than ten thousand dollars ($10,000), or a fixed term of imprisonment for three (3) years, or both penalties. Should aggravating circumstances be 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.

**For residents of Virginia:** Any person who, with the intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement may have violated the state law.

| **Signature** | **Date of Signature** |
|---|---|
| | |