Prudential

Administrative Form
- ☐ **Change of Name**
- ☐ **Change of Address**
- ☐ **Other Request**

Employer/Policyholder: RIO HONDO COMMUNITY COLLEGE Control Number: 43272

Product: ☐ Basic Life ☐ Basic AD&D ☐ Voluntary Life ☐ Voluntary AD&D

Employee's Name: _____

Change of Employee's Last Name

Old Name: _____ New Name: _____

Reason for change: ☐ Marriage ☐ Divorce and resumption of former name ☐ Other: _____

Change of Beneficiary's Last Name

Old Name: _____ New Name: _____

A name change request must be a legal change due to marriage or court approval. It is not necessary to provide proof for verification at this time, although could be subject to at a later date. The Change of Beneficiary's Last Name may NOT be used to change the actual person designated as your beneficiary. Please use the Beneficiary Change/Designation form to change your beneficiary.

☐ **Change of Address:** Change the address for all Certificate Holder correspondence and notices to that shown below.

Name: _____

Address: _____

City, State, Zip Code: _____

Telephone Number: Home (_____) _____ Work (_____) _____

Other Requests: ☐ Replacement of a Lost Certificate ☐ Cancel All Coverage ☐ Cancel Spouse Coverage ☐ Cancel Child Coverage

Reason_____ Reason _____ Reason _____

Effective_____ Effective_____ Effective_____

Date of Divorce _____ DOB of youngest child_____

I UNDERSTAND AND AGREE that the above change(s) shall be subject to all terms and conditions of the Policy and will be effective on the date the Certificate Holder signs this form, provided it is recorded by Prudential Insurance Company of America at their Administrative Office.

_____ _____

Signature of Certificate Holder (Employee) Date Signed

_____ _____

Print Name of Certificate Holder Certificate Number (Social Security Number)

Please submit form to:
Johnson Rooney Welch, Inc.
2250 Douglas Boulevard, Suite 210
Roseville, CA 95661-4207

"Group Coverages are issued by The Prudential Insurance Company of America and its affiliates. Please refer to the Booklet-Certificate for all plan details, including any exclusions, limitations and restrictions which may apply. If there is a discrepancy between this document and the Booklet-Certificate/Group Contract issued by Prudential, the terms of the Group Contract will govern. Contract provisions may vary by state. Contract Series: 83500."

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