



# Life Events Notification

While you are generally only allowed to change your benefits elections during the open enrollment period each year, certain life events provide an exception. Those life events allow you to change your benefits elections in the middle of the plan year. The following are examples of some types of life events:

- Beneficiary Change
- Birth/Adoption
- Change in Insurance Coverage
- Change of Address
- Death in the Family
- Dependent Child Reaches Limiting Age
- Divorce/Annulment
- FMLA-related Leave
- Legal Separation
- Marriage
- Retirement
- Spouse Loss of Other Coverage

Please notify Human Resources immediately if you experience any life event changes so that we can ensure there is no interruption or error in your benefits.