

To My Spouse or Dependents

In order to collect benefits due you, the following are some things you need to know and things you need to do in the event of my death:

- **Notify the mill of my death by calling the Maintenance Department at 637-5291 and/or the Human Resources Department at 637-6803.**
- You will need at least six (6) Death Certificates made available to you by the funeral home.
- You will receive \$40,000 from a Basic Life Insurance Policy provided by the company. There is an additional \$40,000 if my death is the result of an accident.
- I have also purchased additional life insurance through the following companies:
 - Company _____ Policy # _____ Amount _____
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- **My 401K User Name is _____ and my Personal Access Code is _____.** You can call JP Morgan at 1-800-345-2345 and notify them of my death. They will also have information on my Retiree Medical Savings Plan, if I participate in that.
- **If you are covered under an IP Medical Plan at the time of my death, you will be eligible for continued coverage under the plan for a period of 3 months following the month of death. The company will pay the full premium during this time frame.** In order to be eligible for the continued coverage, you will be required to enroll in COBRA which will run concurrent with the 18 month COBRA period. If you choose to continue the COBRA coverage past that three month period, you will be eligible for 15 more months at your expense. Hopefully, during the three months that the company is paying for, you will be able to find a less expensive alternative.
- If I am 55 or older, you will be eligible to start drawing a portion of my pension. If I am under 55, you will be eligible to draw it when I would have been 55.
- Contact the **Human Resources Department** at the mill (637-6803/637-6703) or **USW Local 1137** (637-5605) if you need help or have any questions. You can take this sheet to the HR Department and they will assist you in making the necessary calls. A representative of the Local will be glad to meet you there and be with you during the process.