

Your Group Life insurance benefits

Take your life insurance with you

During your employment, you were covered under a Group policy for Life Insurance and/or Accidental Death and Dismemberment. Now, you can take your insurance with you by porting or converting the plans. Here's how porting and converting work.

About portability

Portability means that you take with you—or “port”—your group plan after employment ends. Porting is a good solution if you are 69 years old or younger and are not terminating employment due to retirement, illness, or injury. Porting the plan gives you coverage until age 70. Other eligibility restrictions may apply. Refer to your employee booklet for details.

About conversion

Conversion means you change—or “convert”—your group plan to an individual policy without having to answer any medical questions. Conversion is a good solution if you are leaving your job, reducing hours, retiring, or if you have reached the age when coverage may be reduced or eliminated. Converting your plan gives you coverage for your lifetime.

Get started today!

You have 31 days from your last day of work to continue your coverage. First, review your portability and conversion notices from your employer.

Next, call Sun Life Financial at 800-247-6875, 8 a.m. to 7 p.m., ET. When you call, have the information from your notice ready, including:

- your employer's name and address
- your Group policy number
- your Social Security number
- the coverage amount of your Group Life and/or Accidental Death and Dismemberment plan
- the name, address, and Social Security number of dependent(s) covered under your current plan(s)

Our Customer Service experts will help you decide which solution works best for you. If you decide to continue coverage, you will be asked to complete an application and send payment for the first premium to Sun Life.

Take your Life Insurance with you. It's that easy!

The details listed in this handout, including eligibility requirements, may vary by state or by employer. Other eligibility restrictions may apply depending on your employer's plan design. See your employee booklet for details.