

Mailing Address: P.O. Box 7830, Burbank, CA 91510-7830 P (800) 777-4013 • F (818) 953-9880 www.sagaftraplans.org/health

Enrollment Materials Checklist

To enroll in SA	AG-AFTRA Health Plan coverage, compl	ete the following SAG-AFTRA Health Plan mater	ials:
☐ Emplo	yer Request for Staff Coverage		
0	Required: Employers should submit the start date and requested coverage.	nis form to notify the Plan of participant's emplo	oyment
☐ Partici	pant Information Form		
0	Required: participant should submit the	his form to provide basic information to the Pla	n.
☐ Design	ation of Beneficiaries Form		
0	Required: this form is used to designa	te beneficiaries in the event of participant's dea	ath.
☐ Depen	dent Enrollment Form		
0	Optional: participant should complete done online at https://my.sagaftrapla	e this form to add dependent coverage. This canns.org/health.	also be
☐ Author	rization for Release of Health Informat	ion Form	
0	Optional: participant should complete this form to designate someone third parties to communicate with the Plan on their behalf. Examples include business managers, family members, or employer/union representatives.		
☐ Autom	natic Premium Payments Form		
0	Optional: participant should submit the automatically from a checking or saving the saving of the sa	nis form in order for the Plan to deduct health p ngs account.	remiums
☐ Premiu	um Payroll Deduction Agreement		
0	Required: Employer should complete from employee's paycheck on a pre-ta	this form in order to have your premiums taker ax basis and sent directly to the Plan.	n directly
	Return forms	by mail or email to:	
Rick Sommers		Arda Dabbaghian	
SAG-AFTRA NY Local		SAG-AFTRA Health Plan	
	L900 Broadway/5th floor	3601 West Olive Ave., Suite 200	
	New York, NY 10012	Burbank, CA 91505	
<u>F</u>	Rick.Sommers@sagaftra.org	stationstaff@sagaftraplans.org	