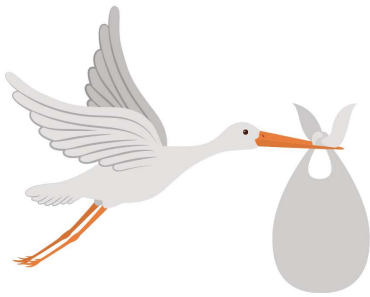


## Life Changes and Your Benefit Plan

*Whenever a major life event occurs, you must report these changes to OASSIS*

**The following life changes should be reported to OASSIS within 31 days of their occurrence:**

- Marriage
- Divorce/Separation
- Cohabitation with a common-law partner (including any dependent children of your common-law partner)
- Birth or adoption of a child
- Spouse/Partner gets their own benefit coverage (through their employer or elsewhere)
- Spouse/Partner loses their own benefit coverage



If life event changes are not reported within 31 days, claims may not be processed correctly and could be declined altogether. In addition, dependents could be required to provide medical proof of insurability and possibly be declined for coverage.

Contact your Employer or OASSIS Benefits Administrator for forms or questions.