



**Contact Information**

**Mail** completed form to:

**Regular Mail:** PO Box 22012, Albany, NY 12201-2012

**Overnight Mail:** 15 Tech Valley Drive, Suite 201, East Greenbush, NY 12061-4142

**Fax** completed form to:

**Traditional Life:** (321) 400-6318

**Variable Life:** (321) 400-6316

**Annuity:** (321) 400-6317

**Phone:**

**Traditional Life:** (800) 628-1936

**Variable Life or Annuity:** (800) 541-0171

**Section 1 - Required Fields**

- Policy/Contract Number(s)
- Insured/Annuitant Name(s)
- Identification Code - will confirm identity of the Authorized Party
- Nature of Information
- Signature(s) of Owner(s)
- Signing Date

**Section 2 - Required Fields**

Signature requirements are based on the owner designation of the policy/contract. Examples are:

- **Individual Owner:** Print and sign your full name as it appears on the policy/contract.
- **Multiple Owners:** All owners must sign.
- **Partnership:** All partners must sign (unless Form OL4363 authorizing one partner to sign is on file with us).
- **Corporation:** Titled officer must sign. The company name and officer's title must also be indicated.

*NOTE: In general, the insured/annuitant should not sign as officer. We ask that an additional titled officer sign if the signing officer is effecting a change for his or her personal benefit.*

- **Trust:** The current trustee(s) must sign. The name and full date of the trust must also be indicated.

**All forms must be dated** in order to process your request.



Section 1 - Release Information

Regarding the following policy/contract number(s), I authorize the Company to release the non-medical information specified below to the individual or company. This is not an authorization to conduct policy/contract transactions on my behalf.

Table with 4 columns: Policy / Contract Number(s), Insured / Annuitant Name(s), Policy / Contract Number(s), Insured / Annuitant Name(s). Two empty rows for data entry.

Information may be provided by the Customer Care Center to the following individual or company:

Form with two main sections: Name of Authorized Party and REQUIRED - Passcode (We will use this code to confirm the identity of the authorized party).

The above named is an [ ] Advisor, [ ] Insurance Institution or [ ] Insurance Service Organization.

The nature of the information to be disclosed is as follows: (If nothing checked, the section will default to Account Values.)

- [ ] ALL Non-medical Information
OR one or more of the following specific types of non-medical information
[ ] Title/Registration - owner/beneficiary designation, collateral assignment
[ ] Billing - premium amount/frequency, type of billing
[ ] Account Values - cash value, taxable gain, death benefit
[ ] Illustrations - projected values based on hypothetical scenarios

Note: This form does not grant the authorized party the right to receive correspondence normally sent to the owner, such as bills, annual statements, notices regarding lapse of the policy and other notices. In order for duplicate notices to be sent to the authorized party, the owner must submit a signed and dated letter of instruction specifically requesting that duplicate notices be sent to the authorized party and providing their address.

Section 2 - Signature(s)

This authorization is valid for three (3) years from the date signed.
This authorization may be revoked at any time upon written request from the owner.
This form revokes any prior authority given to this authorized party.

Owner

If the OWNER is an INDIVIDUAL, complete the following.

Table for individual owner signature with columns: Owner (Print First, Middle, Last), Signature, Witness Signature, State Signed In, Date (mm/dd/yyyy). Two rows for Owner and Joint Owner.

Non-Individual Owner

If the OWNER is a NON-INDIVIDUAL, complete the following.

Form for non-individual owner with fields for Full Name of Trust, Entity, Corporation or Other; Date of Trust; Signing in the capacity as (Trustee, Partner, Officer, Other); and a signature table with columns: Name (Print First, Middle, Last), Signature, Witness Signature, State Signed In, Date (mm/dd/yyyy).

Complete ONLY if form is being modified after the original sign date.

I CERTIFY that this form was modified by me, the Owner on \_\_\_/\_\_\_/\_\_\_/. Sign below (If Non-Individual, include the capacity in which you are signing). Signature: \_\_\_\_\_