



The Standard<sup>®</sup>  
Positively different.

## Additional Life Insurance

Answers to your questions about coverage from Standard Insurance Company



## About This Booklet

This booklet is designed to answer some common questions about the group Additional Life insurance coverage offered to the eligible employees in your company. It is not intended to provide a detailed description of the coverage. Refer to the Coverage Highlights for additional details of the plan.

If coverage becomes effective and you become insured, you will receive a *certificate* containing a detailed description of the insurance coverage including the definitions, exclusions, limitations, reductions and terminating events. The controlling provisions will be in the *group policy*. Neither this booklet nor the *certificate* modify the *group policy* or the insurance coverage in any way.

Please note that defined terms and provisions from the *group policy* are italicized in this booklet. Also, features of the group Additional Life coverage may vary by state.



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## Additional Life Insurance Features

It's not easy to think about, but what if you suddenly died? Your family could be faced with house payments, unpaid bills, childcare and other expenses just to maintain their current lifestyle. Could your family live without your income? Would your family be able to cover the medical expenses associated with a terminal illness or with burial and funeral expenses?

Your employer provides you with a basic amount of Group Life insurance to help safeguard your loved ones in the event of your death. Since every employee's needs are different, your employer also offers you the opportunity to apply for Additional Life insurance from Standard Insurance Company.

### The advantages of the Additional Life insurance coverage

#### Choice

You decide how much coverage you need from the range of amounts available. The Coverage Highlights provide you with additional details of the plan.

#### Flexibility

If your needs change, you may request to change the amount of coverage. Increases in coverage require *evidence of insurability*.

#### Convenience

With premiums deducted directly from your paycheck, you don't have to worry about mailing monthly payments.

#### Peace of Mind

You can take comfort and satisfaction in knowing that you have done something positive for your family's future.

## Commonly Asked Questions

The following information provides details to give you a better understanding of the group Additional Life insurance available from The Standard.

### When would my insurance go into effect?

Before the Additional Life coverage takes effect, a minimum number of eligible employees in your company must apply and qualify. This level of participation has been agreed upon by your *employer* and The Standard.

If the minimum participation requirement is met and the Additional Life coverage goes into effect, the effective date of your coverage depends upon when you become a *member*, when you apply and whether you are required to provide *evidence of insurability*.

If you are not required to provide *evidence of insurability*, and you apply and agree to pay premiums, your Additional Life coverage becomes effective on:

- The date you become eligible if you apply on or before that date; or
- The date you apply if you apply within 31 days after you become eligible.

Refer to the Coverage Highlights for information on the *eligibility waiting period* and when you become eligible for insurance.

If you are required to provide *evidence of insurability*, and you apply and agree to pay premiums, your Additional Life coverage becomes effective on the date The Standard approves your *evidence of insurability*.

In every case, you must meet the *active work* requirement before your insurance becomes effective.

### What is the active work requirement?

*Active work* means performing with reasonable continuity the *material duties* of your *own occupation* at your *employer's* usual place of business. You must be capable of *active work* on the day before the scheduled effective date of your insurance or your insurance will not become effective as scheduled.

## How much coverage do I need?

It can be difficult to determine the amount of insurance you need. Each family has its own unique set of circumstances, combined with needs that may arise with the unexpected loss of life.

Use the worksheet below to guide you in calculating the amount of group additional life insurance you may need. The final total is the amount of life insurance you might want to consider applying for to meet your obligations. Once you determine how much coverage you need, complete the Enrollment Form in your enrollment packet and submit it to your human resources department.

Immediate Needs	You	Your Spouse
Medical and hospital expenses	\$ _____	\$ _____
Funeral/burial expenses	_____	_____
<b>Taxes</b>		
Federal and state income taxes	_____	_____
Property taxes	_____	_____
Federal and state estate taxes	_____	_____
Loans/debts requiring payment upon death	_____	_____
<b>Long Term Needs</b>		
Mortgage	\$ _____	\$ _____
Debts (credit cards, car and student loans, etc.)	_____	_____
Educational/vocational fund	_____	_____
Childcare expenses	_____	_____
Emergency fund for unforeseen expenses	_____	_____
<b>Income Replacement</b>		
Consider the income needed to support your family and the number of years that support is needed.	\$ _____	\$ _____
<b>Total Income Needs</b>		
Add together all of the above.	\$ _____	\$ _____
<b>Available Resources</b>		
Existing life insurance coverage	\$ _____	\$ _____
Other assets such as 401(k), stocks, bonds, etc.	_____	_____
<b>Total Available Resources</b>		
Add together all of your available resources.	\$ _____	\$ _____
<b>Additional Life Insurance Needed</b>		
Subtract the amount of your total available resources from your total income needs.	\$ _____	\$ _____

### **Will I have to provide information regarding my medical history?**

If you apply for Additional Life insurance within 31 days of becoming eligible and you meet the *active work* requirement, you will automatically qualify for up to a set amount of insurance coverage called the *guarantee issue amount*. This means that you will not have to answer medical questions to purchase coverage up to this amount. Check the Coverage Highlights for your *guarantee issue amount*.

If the date you apply is more than 31 days after you become eligible or if you determine that you need more insurance than the *guarantee issue amount*, satisfactory *evidence of insurability* is required. You will need to complete and submit a Medical History Statement. In some cases, we may request additional medical information or a physical exam.

*Evidence of insurability* is also required for reinstatement of terminated coverage and for *members* eligible but not insured under prior life insurance plans.

### **How are benefits paid?**

Our goal is to make the claims experience as easy as possible and to pay benefits to entitled individuals in a timely, accurate and sensitive manner. Depending upon the approved claim amount, The Standard may either issue a check to your designated *beneficiary* as a lump-sum payment or deposit the funds into a Standard Secure Access account.

With Standard Secure Access – a convenient, no-fee, interest-bearing draft account – each *beneficiary* receives a personalized checkbook and has complete control of the account. *Beneficiaries* can write checks as needed or for the full amount. This arrangement allows *beneficiaries* to earn competitive interest rates on their benefits while they take the time to consider financial decisions and evaluate their choices.

### **Will insurance benefits be reduced as I grow older?**

Typically, beginning at the age of 65, insurance benefits are reduced to a percentage of the scheduled amount. Please refer to the Coverage Highlights for the age reduction schedule.

### **What happens if I become totally disabled and can't work?**

If you become *totally disabled* while you are insured, insurance may be continued without premium. Refer to the Coverage Highlights for additional information.

### What happens if I become terminally ill?

Under the *Accelerated Benefit* provision, you may be eligible to receive up to 75 percent, or a maximum of \$500,000, of your combined basic Group Life and Additional Life insurance coverage if you become terminally ill, have a life expectancy of less than 12 months and meet other eligibility requirements. This benefit allows you to use the proceeds as you desire – whether to cover medical expenses or to maintain your quality of life. The amount paid under the combined *Accelerated Benefit* provision including an interest charge would reduce the amount of basic Group Life and Additional Life insurance payable upon your death. However, to help protect your beneficiaries, The Standard would pay at least 10 percent of the original basic Group Life and Additional Life coverage amount at that time.

### What are the exclusions?

Please see the Coverage Highlights for plan exclusions.

### When does coverage end?

Additional Life coverage ends automatically on the earliest of the following:

- The last day of the last period for which you make a premium contribution (except if premiums are waived while *totally disabled*, if applicable)
- The date your employment terminates
- The date the *group policy* terminates or the date the *employer* terminates Additional Life coverage under the *group policy*
- The date you cease to be a *member* (insurance may continue for limited periods under certain circumstances)
- The date your *employer* ceases to participate under the *group policy*, if applicable

### If my Additional Life insurance ends or reduces, may I convert to an individual policy?

You may be able to convert the terminated coverage to an individual life insurance policy without providing *evidence of insurability*.

### May I buy group life coverage after I leave my employer?

If you leave your employment, you may be able to buy group life insurance from The Standard through the Portability provision, assuming you meet the eligibility requirements. Please refer to the Coverage Highlights for the amounts you may be able to purchase. This option is not available in all states.

### How do I apply?

To apply for the Additional Life insurance coverage, complete the Enrollment Form in your enrollment packet, place it in a confidential envelope and submit it to your human resources department.

### Additional questions?

If you have any additional questions, please contact your human resources representative.

## Standard Insurance Company

For more than one hundred years we have been dedicated to our core purpose: to help people achieve financial security so they can confidently pursue their dreams. We have earned a national reputation for quality products and superior service by always striving to do what is right for our customers.

Headquartered in Portland, Oregon, The Standard is a nationally recognized insurance provider of group disability, life, dental and vision insurance and individual disability insurance. We provide insurance to more than 28,100 groups covering approximately 7.4 million employees nationwide.\* Our first group policy, written in 1951 and still in force today, stands as a testament to our commitment to building long-term relationships.

To learn more about Additional Life insurance from The Standard, contact your human resources department or visit us at [www.standard.com](http://www.standard.com).

\* As of September 30, 2008, based on internal data developed by Standard Insurance Company.



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Standard Insurance Company  
1100 SW Sixth Avenue  
Portland OR 97204  
[www.standard.com](http://www.standard.com)