



## **EMPLOYEE TERMINATION LISTING**

Group Name \_\_\_\_\_ Group # \_\_\_\_\_

Group # \_\_\_\_\_

Please use this form to completely terminate an employee's coverage. Send this listing to us by the first of the month and these terminations will be included on your next month's billing statement.

**In order to facilitate accuracy on your statement, please pay the statement as billed.**

These terminations have been authorized by:

Name \_\_\_\_\_ Date \_\_\_\_\_