

NCPERS Group Life Insurance
REQUEST FOR CERTIFICATE

To receive a duplicate certificate, please complete the following information and return to:

**NCPERS Group Life Administrator
Member Benefits
10739 Deerwood Park Blvd, Suite 200-B
Jacksonville, FL 32256
1-800-525-8056 or
e-mail to NCPERS@memberbenefits.com**

Request for Certificate

Date: _____

Requested by: _____

Phone #: _____

Unit # or Group Name: _____

Name of Member: _____

Member SSN: _____

Is Employee Active? _____ Retired? _____

Employee Address: _____

Instructions:

Complete all sections of the “Request for Certificate” form.

Submit – to address listed above.

You can expect to receive your certificate in approximately 30 – 60 days.