

Return to Great-West Life, Group Retirement Services
PO Box 7200 Stn. Main, Winnipeg, MB R3C 4W4

EMPLOYER/PLAN SPONSOR INFORMATION

Name of employer/plan sponsor

Policy/plan number

MEMBER INFORMATION (please print)

Last name

Initial

First name

Certificate / Social insurance number

Business telephone number

Home telephone number

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Ext.

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IMPORTANT

- If the member's name has changed – complete **Part A**
- If an existing beneficiary's name has changed – complete **Part B**
(to change your beneficiary or to designate a new beneficiary, please complete the Designation of revocable beneficiary/trustee appointment form)
- If the member's address has changed – complete **Part C**
- For RPP's only, if the member's province of employment has changed – complete **Part D**
- For RPP's only, if the member's spousal information has changed – complete **Part E**
(if the member is also designating the new spouse as their beneficiary, this change form is not required – complete the Designation of revocable beneficiary/trustee appointment form)

PART A – CHANGE OF MEMBER NAME

The member's name has changed from: _____

to: _____

Reason for change:

- The member has married.
- The member is returning to her maiden name.
- The name of the member is incorrectly shown on Great-West Lifes records.
- The name of the member has been legally changed.
- The member's legal name is _____
but the member is commonly known by the name indicated above.
- Other _____

PART B – CHANGE OF BENEFICIARY NAME

Please note that this is to change the name of an existing beneficiary only. If you are changing your beneficiary or a new beneficiary is being designated please complete the Designation of revocable beneficiary/trustee appointment form.

The beneficiary's name has changed from: _____

to: _____

Reason for change:

- The beneficiary has married.
- The beneficiary is returning to her maiden name.
- The name of the beneficiary is incorrectly shown on Great-West Life records.
- The beneficiary has been legally adopted.
- The name of the beneficiary has been legally changed.
- The beneficiary's legal name is _____
but the beneficiary is commonly known by the name indicated above.
- Other _____

