



PLEASE RETURN THIS FORM WITH THE REQUESTED DOCUMENTS AND YOUR COMPLETED ENROLLMENT FORM.

IF YOU ARE LEGALLY MARRIED

Please provide a copy of the first page of your last T1 General (Income Tax return.) We only require the portion which indicates your Marital Status. Please **do not** send your whole return. If you have been married for less than 1 year, a copy of your marriage certificate is acceptable.

IF YOU ARE COMMON LAW

Please provide a notarized affidavit (a written sworn statement) confirming that you have been in a conjugal relationship for at least 12 months. A spouse must reside in Canada and be insured under a Provincial Healthcare insurance plan, and who is being reported to the CRA (Canada Revenue Agency) as eligible; proof of CRA qualification (T1 General) and/or signed Affidavit is required.

IF YOUR SPOUSE IS EMPLOYED AND IS ENROLLED IN BENEFITS WITH THEIR EMPLOYER

You must complete Section 2, of your Enrolment Form. It is important that you provide the Policy and Certificate number of your Spouse's group benefit plan with his/her employer. Please indicate if the coverage is for single or family coverage.

IF YOUR SPOUSE IS UNEMPLOYED OR SELF EMPLOYED

If your Spouse is unemployed or self employed, please complete section 2 of the enrollment form. It is important that this is completed noting that your spouse is unemployed or self employed and no other group benefit plan coverage is in place.

IF YOU ARE DIVORCED/SEPARATED

Please advise us in writing the effective date of your divorce or separation. A spouse is no longer considered an eligible dependent under your plan when you are divorced or separated even if they are living with you

NATURAL or COMMON-LAW DEPENDENT CHILDREN THAT LIVE WITH YOU

This section applies to dependent children whose primary residence lies with one natural parent but not the other. Please provide a copy of your most recent Child Tax Credit Advice Notice or Notice of Assessment or a copy of the Court Order or executed Settlement Agreement establishing legal custody of the Child(ren) if the Child(ren) reside with the member.

NATURAL or COMMON-LAW DEPENDENT CHILDREN THAT DO NOT LIVE WITH YOU

This section applies to dependent children whose primary residence does not lie with the natural parent.. A Child(ren) who does not live with the member would not normally be covered by the benefit plan. However, they could be considered eligible if a copy of the most recent Child Tax Credit Advice Notice, or a copy of the Court Order or executed Settlement Agreement establishing legal custody of the Child(ren) who are adopted, or residing in a home where the parents are separated is provided.

OVER-AGE DEPENDENTS

Please provide evidence of your child's attendance at university or college. This can take the form of the most recent receipt for payment of tuition or a letter from the Registrar's Office of your child's school.

IMPORTANT NOTE: The UA Local 67 Board of Trustees reserves the right to request additional information to support your entitlement to employee benefits offered by the UA Local 67 Group Benefits plan. All documentation submitted is solely for the purpose of confirming eligibility for your Spouse and/or dependant Child(ren) and will not be used for any other purpose. All documentation will remain private and confidential and will not be released to any person who is not party to your Employer's group benefits plan's agreement(s) and/or contract(s).