

Missed Premium Deduction Form

FORM INSTRUCTIONS

To ensure your coverage is continuous (without lapses) when a payroll premium deduction or deductions were missed:

1. Make a copy of this form.
2. Complete the form. If more than one pay period was missed, please include all beginning and ending dates
3. Attach a personal check, money order, or cashier's check for the full premium payment due, made payable to Strategic Resource Company
4. Return the form and your premium payment to the address below within 45 days from the missed pay period(s).

NOTES

- You may not make a direct payment to continue your coverage if you have never had a premium payment deducted from your paycheck or if you are no longer eligible.
- If you have been terminated you may not make up missed premium payments. Instead, you will be notified of any rights that you have to continue coverage under COBRA.

EMPLOYEE INFORMATION

COMPANY NAME		
EMPLOYEE NAME (last, first, middle)		EMPLOYEE SOCIAL SECURITY NUMBER
PAY PERIOD BEGINNING DATE(S)	PAY PERIOD ENDING DATE(S)	TODAY'S DATE
EMPLOYEE SIGNATURE		

RETURN FORM & PAYMENT TO:



Strategic Resource Company
ATTN: Missed Premium Department
P.O. Box 23759
Columbia, SC 29224-3759

QUESTIONS?

Call the SRC Customer Service Center, Monday through Friday, 8 a.m. to 8 p.m. Eastern Time. Spanish-speaking representatives are available. *The toll-free phone number is:*

1-800-800-8121

YOU MUST RETURN THIS COMPLETED FORM WITH YOUR PAYMENT.