

Refund request

Agency number _____ Agency processor _____ Phone no. _____ Date sent _____

Subscriber name _____ SSN _____ Monthly bill coverage change appears* _____

Reason for overpayment _____ Total amount due _____

Date of deduction	HEALTH		DENTAL		DENTAL PLUS		OPTIONAL LIFE	
	Amount of deduction	Correct premium	Amount of deduction	Correct premium	Amount of deduction	Correct premium	Amount of deduction	Correct premium
	Subtotal:		Subtotal:		Subtotal:		Subtotal:	
	DEPENDENT LIFE SPOUSE		DEPENDENT LIFE CHILD		SUPPLEMENTAL LTD		Note: If overpayment is due to a coverage change, do not submit the refund request until the change has appeared on the bill and/or the payroll deduction has been corrected or stopped.	
	Subtotal:		Subtotal:		Subtotal:			