



Mailing Address:
711 High Street
Des Moines, IA 50392-0002

**Principal Life
Insurance Company**

**Group Voluntary Term
Life Insurance
Employee Exit**

**Leaving the
Company?**

Usually, when you leave your company, benefits stop. However, with Group Voluntary Term Life Insurance you can take the coverage with you!

**You and Your
Covered
Dependents**

When you elect to continue your coverage, you also have the option to continue coverage for your eligible dependents. Coverage can remain the same or decrease. Refer to your booklet for dependent child coverage eligibility requirements.

**Premium
Payments**

You pay the premium directly to Principal Life Insurance Company each month. Your premium will continue to be based on group rates, subject to the same premium increases.

What to Do

How do you make this change? It's simple. Before you leave, your employer will give you a Portability Application. It requests information from both you and your employer. Once completed, send it and your check for the next premium due to Principal Life Insurance Company, Des Moines, IA 50392-0002. You'll then receive a letter from Principal Life explaining when and how to make future direct premium payments.

**Termination of
Coverage**

Coverage continues until one of the following occurs:

- Non-payment of premium.
- The Policy Anniversary (May 1st) following three or five full years (based upon election made by policyholder).
- The Policy Anniversary following the member's 75th birthday.

**Option for
Conversion to an
Individual Policy**

You also have the option to convert your Group Voluntary Term Life Insurance to an individual policy.

Questions

If you have questions or need assistance, call us at the toll-free number listed on your Summary of Benefits. Or write us at Principal Life Insurance Company, Des Moines, IA 50392-0002.