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New York State Court Clerks Association

Security Benefits Fund

170 Duane Street, New York. NY 10013 Office: (212) 941-5700 Fax: (212) 941-5705 www.nyscourtclerks.org



## Change of Benefit Status Notification Form

## Add or Delete Dependent

| Member's Last Name       | Member's First Name |          | Member's Social Security No. |               |          |
|--------------------------|---------------------|----------|------------------------------|---------------|----------|
|                          |                     |          |                              |               |          |
| Member's Mailing Address |                     | Apt. No. |                              | Member's Date | of Birth |
|                          |                     |          |                              | MM / D        | D/YY     |
| City                     | State               | Zip      |                              | Active        | Retired  |
|                          |                     |          |                              |               |          |
| E-mail Address           | Telephone No.       |          | Cell Phone No.               |               |          |
|                          |                     |          |                              |               |          |
|                          |                     |          |                              |               |          |

## Add Dependent I

Delete Dependent

| Dependent's Last Name       | Dependent's First Name |          | Relationship to Member |                           |
|-----------------------------|------------------------|----------|------------------------|---------------------------|
| Dependent's Mailing Address |                        | Apt. No. |                        | Dependent's Date of Birth |
|                             |                        |          |                        | MM/DD/YY                  |
| City                        |                        | State    |                        | Zip                       |
|                             |                        |          |                        |                           |
| E-mail Address              | Telephone No.          |          | Cell Phone No.         |                           |
|                             |                        |          |                        |                           |

| Reason for Change:                              |                     |       |
|---|---------------------|-------|
|   |                     |       |
|   |                     |       |
|   |                     |       |
|   |                     |       |
|   |                     |       |
|   |                     |       |
|   |                     |       |
| I certify that the information given is correct |                     |       |
|   |                     |       |
|   |                     |       |
|   |                     |       |
|   |                     |       |
|   | Member's Signature: | Date: |
|   |                     | Date  |
|   |                     |       |
|   |                     |       |

If you like to add a new dependent, please enclose a copy of <u>a Birth Certificate</u>, <u>Adoption Orders</u>, <u>Marriage Certificate</u> <u>or other appropriate certification</u>.

If you like to delete a current dependent, please state reason why and enclose appropriate documentation. Please Complete and sign the form. Return all documents to the Fund Office. Upon receipt, we will give our prompt attention.

Mail completed forms to:

New York State Court Clerks Association 170 Duane Street New York, NY 10013 Office (212) 941-5700 – FAX (212) 941-5705