MetLife

Metlife Legal Plans
Metropolitan Life Insurance Company

Things to know before you begin
- Cost to **Town of Westford**   **Westford Schools**
- Employee: only **$18.00**   per Month

SECTION 1: General information

Your hire date *(mm/dd/yyyy)*

Your name _____

First name	Middle name	Last name

Date of birth *(mm/dd/yyyy)*	Your Social Security number

Your home Address - Street	City	State	ZIP

Employee number *(if applicable)*	Dept. No./Div. code *(if applicable)*

I understand that i can ONLY cancel coverage during Open Enrollment of each plan year,

except for termination of employment, retirement or leave of absence.

Sign Here	Signature *(Required for processing)*	Date *(mm/dd/yyyy)*

SECTION 2: How to submit this form

After completion, make a copy for your records and return the original to your Employer.
For questions call 1-855-JOINMET

*No service, including consultations, will be provided for: 1) employment-related matters, including company or statutory benefits; 2) matters involving the employer, MetLife and affiliates and plan attorneys; 3) matter in which there is a conflict of interest between the employee and spouse or dependents in which case services are excluded for the spouse and dependents; 4) appeals and class actions; 5) farm and business matters, including rental issues when the participant is the landlord; 6) patent, trademark and copyright matters; 7) costs and fines; 8) frivolous or unethical matters; 9) matters for which an attorney-client relationship exists prior to the participant becoming eligible for plan benefits. For all other personal legal matters, an advice and consultation benefit is provided. Additional representation is also included for certain matters. Please see your plan description for details.

Group Legal Plans are provided by MetLife Legal Plans, Inc., Cleveland, Ohio. In certain states, group legal plans are provided through insurance coverage underwritten by Metropolitan Property and Casualty Company and Affiliates, Warwick, Rhode Island.