

Town of Oakville

Memorandum

To: All Full Time CUPE Local 1329, CUPE Local 136, CAW Local 1256 and Non-Union Employees

From: Thelma Payne

Subject: Voluntary Accident Insurance

We are pleased to announce that your benefit package includes a Voluntary Accident Insurance. Under this plan, employees may elect to insure themselves and eligible dependents for additional amount of Accident Insurance.

The plan is completely optional, and the premium is paid by payroll deductions. Some highlights and information regarding the plan are outlined below. The attached descriptive brochure provides more detail.

- Choice of benefit amount between \$25,000 to \$250,000 in units of \$25,000
- Your spouse and dependent children may be insured for a percentage of your coverage
- No evidence of insurability required
- Comprehensive plan design
- Benefits paid under the plan are non-taxable
- The premium is substantially below that available to you as an individual purchaser

If you wish to take advantage of this opportunity, complete the attached application form and return it to Natasha Cowan, in the Payroll Department. **If you do not wish to participate, complete the section of the form declining insurance.** Declining the insurance does not preclude employees from considering it in the future.

We hope the benefit will add to the financial security of you and your family, and that you will give due consideration to participation in the plan.

Yours truly,

Thelma Payne, C.P.M.
Manager of Payroll & Benefits
Finance Department