

INSTRUCTIONS FOR ENROLLING IN THE DC 51 HEALTH & WELFARE FUND

COMPLETE INFORMATION ON YOU, YOUR SPOUSE (if married), and DEPENDENTS (if you have children). When you become eligible for coverage, you will receive a Welcome Package with your ID Card(s) and additional Enrollment Forms for any of your dependents that you did not Enroll initially. All information requested below must be submitted for coverage to be provided for you and your family.

- **Complete the Form. Include all information: Social Security number, date of birth and marriage status. Form must be signed (page 1);**
- **If you are married, you must complete the Dependent section with information on your spouse: Name, Date of Birth, Social Security number. You must provide a proof of marriage by including a copy of a Marriage License or Certificate of Marriage from a governmental agency.**
- **If you have children, you must include information on them too: Name, Date of Birth, Social Security number. You must provide Birth Certificates and Social Security numbers for each child.**
- **Complete a Beneficiary Form to designate your beneficiary in the event of your death. Sign it.**
- **These Forms and supporting documents should be sent to Zenith American Solutions, Administrator, 3 Gateway Center, 401 Liberty Ave., Ste 1200, Pittsburgh, PA 15222-1024 AT LEAST TWO WEEKS PRIOR TO BECOMING ELIGIBLE FOR COVERAGE. If you have questions, call Zenith at 1-800-242-8923.**
- **Zenith will enter your information and send a welcome package with your ID cards to the address we have on file.**