PARENTAL LEAVE BENEFIT Claim Form

Participant Information			
Last Name	First Name		Middle Initial
Social Security Number	Date of Birth		
Address			
City	State	· 2	Zip Code
Phone ()	Employer:		
Child Information			
Last Name	First Name		Middle Initial
Social Security Number			
Date of Birth OR Date of Adoption			
Dates of Parental Leave Taken			
From start date through end date		Date returned to w	ork
☐ I am the biological parent of the child listed above and have enclosed a copy of the birth certificate or birth notice/statement signed by the hospital OR I am the adoptive parent of the child listed above and			
have enclosed a copy of the adoption certificate.			
☐ I certify that I am a covered active employee under the Plan and elect to begin my Parental Leave Benefit on (date).			
☐ I understand that my Parental Leave Benefit ends the earlier of the date that I return to work or the date that the two week benefit is exhausted.			
Signature	Date)	