

**DENTAL ENROLLMENT/CHANGE FORM**

Please print or type clearly and complete all applicable information.



ENROLLMENT  CHANGE  DECLINE COVERAGE

Effective Date (For office use only) Leave blank

Employer: South Portland School Department

Your Name: \_\_\_\_\_ **Fill in required personal information.** Occupation: \_\_\_\_\_

Your Mailing Address: \_\_\_\_\_  
(Street Name and Number or PO Box) (City) (State) (Zip)

Dental Plan # 1  2  3  4 **Date of Hire:**                      Telephone: Home ( ) \_\_\_\_\_-\_\_\_\_\_-\_\_\_\_ Work ( ) \_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_

Email Address: \_\_\_\_\_

List Eligible Dependent(s): **If you or any dependents have other dental insurance as primary coverage those with other coverage will not be eligible for benefits under the MSMA plans**

|                                   | Last Name, First | Gender |   | Date of Birth | Social Security Number | Other Dental Coverage |
|-----------------------------------|------------------|--------|---|---------------|------------------------|-----------------------|
|                                   |                  | M      | F |               |                        | Yes or No             |
| Employee                          |                  |        |   |               |                        |                       |
| Spouse                            |                  |        |   |               |                        |                       |
| Partner (D.P. affidavit required) |                  |        |   |               |                        |                       |
| Child                             |                  |        |   |               |                        |                       |
| Child                             |                  |        |   |               |                        |                       |
| Child                             |                  |        |   |               |                        |                       |

**Request For Change:**

Termination of Coverage for:  Self  Termination of employment  
 Spouse  Partner  Divorce  
 Child(ren)

**Reason For Addition:**

(List name, Social Security number and date of birth above.)

- Marriage
- Child Birth/Adoption
- Loss of coverage
- Open Enrollment

Name Change To: \_\_\_\_\_

New Address: \_\_\_\_\_

Employee Signature:                     Sign.                    

Date Signed:                     Date.                    

Employer Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

**Fraud Statement:** Any person who knowingly and with intent to defraud any insurance company or other person files a statement of claim containing any materially false information or conceals for the purpose of misleading information concerning any fact material thereto commits a fraudulent insurance act which is a crime.

SEA & SPESPA have plan B. Non-Bargaining have plan A or plan B.

Fill in information for any dependent(s) you would like to drop from the plan.

Mark the most appropriate selection(s) according to who you are dropping. If you select 'self' everyone on your plan will lose coverage.