

**INSTRUCTIONS:** Complete a separate form for each family member for whom you are claiming expenses. Attach bills for each expense and fully itemize them in the space provided below.  
**IMPORTANT:** If any of the requested information is missing or incorrect, your claim will be returned. All claims under this group benefits plan are submitted through the plan member. We may exchange personal information about claims with the plan member and a person acting on his or her behalf when necessary to confirm eligibility and to mutually manage the claims.

NAME OF GROUP I.B.E.W. L.U. 353 WELFARE PLAN POLICY NUMBER 51189  
 EMPLOYEE NAME \_\_\_\_\_  
 EMPLOYEE ADDRESS \_\_\_\_\_ POSTAL CODE \_\_\_\_\_  
 EMPLOYEE ID NUMBER \_\_\_\_\_ DIVISION NUMBER \_\_\_\_\_

NAME OF PATIENT \_\_\_\_\_ DATE OF BIRTH \_\_\_\_/\_\_\_\_/\_\_\_\_  
DAY MONTH YEAR RELATIONSHIP TO EMPLOYEE \_\_\_\_\_

1. If Dependent, does the patient reside with you?  Yes  No  
 2. If child 18 years or older:  
 A. FULL-TIME STUDENT?  Yes  No  
 B. If student, how many hours per week at school? \_\_\_\_\_  
 C. EMPLOYED?  Yes  No If Yes, how many hours worked per week? \_\_\_\_\_  
 3. Are you or any member of your family entitled to benefits under any other Group Insurance?  Yes  No  
 If Yes, name of family member insured \_\_\_\_\_  
 Name and address of other \_\_\_\_\_  
 Insurance Company \_\_\_\_\_ Policy No. \_\_\_\_\_  
 4. Is any member of your family (other than yourself) insured as an employee under this policy?  Yes  No  
 If Yes, Name of family member \_\_\_\_\_  
 5. If Yes to question 3 or 4 above, and patient is a dependent child, give employee's birthdate \_\_\_\_/\_\_\_\_/\_\_\_\_  
DAY MONTH YEAR  
 AND spouse's birthdate \_\_\_\_/\_\_\_\_/\_\_\_\_  
DAY MONTH YEAR

**TO BE COMPLETED BY PROVIDER OF MATERIALS**

1. Date of Service _____  <table style="width: 100%;"> <tr> <td style="width: 15%;"></td> <td style="width: 15%;">Frames</td> <td style="width: 15%;">\$ _____</td> </tr> <tr> <td rowspan="4">CHARGES FOR MATERIALS SUPPLIED:</td> <td>Lens for right eye</td> <td>\$ _____</td> </tr> <tr> <td>Lens for left eye</td> <td>\$ _____</td> </tr> <tr> <td>Other</td> <td>\$ _____</td> </tr> <tr> <td>TOTAL</td> <td>\$ _____</td> </tr> </table>		Frames	\$ _____	CHARGES FOR MATERIALS SUPPLIED:	Lens for right eye	\$ _____	Lens for left eye	\$ _____	Other	\$ _____	TOTAL	\$ _____	2. Type of lenses supplied <table style="width: 100%; text-align: center;"> <tr> <td></td> <td>Left Eye</td> <td>Right Eye</td> </tr> <tr> <td>Plain glass</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Single vision</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Bifocal</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Trifocal</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Contact</td> <td>_____</td> <td>_____</td> </tr> </table>		Left Eye	Right Eye	Plain glass	_____	_____	Single vision	_____	_____	Bifocal	_____	_____	Trifocal	_____	_____	Contact	_____	_____	3. Reason for purchase (please check) a) Initial prescription _____ b) Prescription change _____ c) Loss or breakage _____ d) Other (please explain) _____
	Frames	\$ _____																														
CHARGES FOR MATERIALS SUPPLIED:	Lens for right eye	\$ _____																														
	Lens for left eye	\$ _____																														
	Other	\$ _____																														
	TOTAL	\$ _____																														
	Left Eye	Right Eye																														
Plain glass	_____	_____																														
Single vision	_____	_____																														
Bifocal	_____	_____																														
Trifocal	_____	_____																														
Contact	_____	_____																														

4. Give reasons and specific item cost for "Other" in area 1. e.g. hardening, tinting, varigray, oversize lenses, etc.  
  
 If glasses tinted, what was tint? \_\_\_\_\_

5. Name of Prescribing Optometrist or Ophthalmologist – if signed by Optician  
  
 I am a legally qualified  OPHTHALMOLOGIST  OPTOMETRIST  OPTICIAN  
 SIGNED \_\_\_\_\_ DATE \_\_\_\_\_ TELEPHONE # \_\_\_\_\_  
 ADDRESS \_\_\_\_\_

At Great-West Life, we recognize and respect the importance of privacy. Personal information that we collect will be used for the purposes of assessing your claim and administering the group benefits plan. I authorize Great-West Life, any healthcare provider, my plan administrator, other insurance or reinsurance companies, administrators of government benefits or other benefits programs, other organizations, or service providers working with Great-West Life to exchange personal information when necessary for these purposes. I authorize the use of my Social Insurance Number for tax reporting purposes and as an identification number where it is required in the administration of the plan. I certify that the information given is true, correct and complete to the best of my knowledge.  
 EMPLOYEE'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_