



July 15, 2017

**Important changes to the Assurant Employee Benefits plan(s) for Family Practice, LLC, policy #123456.**

Dear **Valued Client**,

**We have exciting news for you!**

When Sun Life Financial acquired Assurant's employee benefits business in March 2016, you became part of the Sun Life family. We've been working hard to combine the strengths of the two businesses; and, the final milestone in your move to Sun Life is converting your current policy(ies) to a Sun Life contract(s). This will take place in conjunction with the upcoming renewal of your policy(ies).

We are focused on making your experience straightforward and easy. You can count on us being there every step of the way.

**Introducing The MGIS Companies**

We are excited to introduce a long-standing strategic partner of Sun Life, The MGIS Companies (MGIS). Since 1969, MGIS has worked exclusively through local brokers and benefit advisors to provide personalized, **physician-focused** insurance services. Since 2006, MGIS has provided Sun Life's clients access to specialty products, elite service and specialized claims management—all *designed with the needs of physician groups in mind*. With your conversion to Sun Life, you too will have access to these specialized services.

MGIS will both administer and provide your day-to-day service for your Sun Life plan(s). ***Please note this does not change or replace the role of your valued broker advisor.*** We invite you to review the enclosed flyer that further introduces you to MGIS and the many benefits of working with them. For now, though, we want to share more about the upcoming conversion of your plan(s).

**What you need to know**

- **There is nothing to sign and return. MGIS will begin to provide the premium statement(s) for your Sun Life plan(s). Payment of the first bill in your Sun Life policy year will tell us that you have accepted our offer.**
- We will automatically provide Sun Life coverage effective on **October 1, 2017** for all of your covered employees and their enrolled dependents as appropriate.
- Your new Sun Life plan(s) will closely match what you have today. The primary difference will be that the new plan is underwritten by a Sun Life company. Please

**Questions? Let us help!**

We are committed to helping you through this conversion with attentive service and detailed information. For more information, we invite you to contact us in a way that is convenient for you.

**How to reach us:**

- For the latest information  
[www.sunlife.com/mgis](http://www.sunlife.com/mgis)
- Via our dedicated e-mail  
[transition.services@sunlife.com](mailto:transition.services@sunlife.com)
- Via telephone:  
**877-645-4363**

review the enclosed product materials for a description of what's new or changed in your plan(s).

- Individuals currently on disability will continue to receive the benefits for which they are eligible under the existing plan.
- MGIS offers a client, web-based administration portal for administrators and their staff to access account and policy details and to manage member benefits in a secure environment. This will replace Online Advantage.

### **New materials coming your way. What you can expect.**

You'll want to know what is new, what is different, and the cost of your plan(s). In this packet, you will find a product specific summary with this type of information. Please carefully review this information and let us know if you have any questions.

#### **New materials available soon!**

Prior to your Sun Life plan becoming effective, MGIS will reach out to introduce themselves, and to provide/review any new materials. This includes:

- Your first bill for the NEW Sun Life policy(ies)
- New policy materials replacing your current Assurant Employee Benefits plan(s)
- New certificates to share with your employees, as appropriate
- Registration instructions for the secure MGIS portal.

In the meantime, there is nothing else you need to do. We are busy preparing everything you will need, so you will not miss a beat.

### **Important information about your Assurant Employee Benefits policy(ies).**

We hope that you will accept our offer for a new Sun Life plan(s) to replace your existing Assurant Employee Benefits plan(s). However, the terms of your current **Long-Term Disability** plan(s) provide the option to renew those plan(s). Please contact us at 1-877-645-4363 or via email at [transition.services@sunlife.com](mailto:transition.services@sunlife.com) if you would like more information on renewing your current plan.

***Remember, if you are accepting the Sun Life plan(s), there is nothing to sign and return; payment of premium for your Sun Life plan will tell us you have accepted our offer. Your Sun Life coverage will simply pick up where the current plan ends; and we will automatically provide the new coverage effective on October 1, 2017 for each of your covered employees and their enrolled dependents.***

Thank you again for your loyalty and for trusting us with your benefits business. We look forward to working with you for years to come.

Best regards,  
Transition Services Team  
Sun Life Financial

Enclosed:  
Product conversion offers  
MGIS Service & Claims model

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