

Mid/Large Group
 (51+ Employees):
 P.O. Box 269014
 El Dorado Hills, CA
 95762-9014
 Fax: (916) 350-8800

Small Group
 (2-50 Employees):
 P O. Box 3008
 Lodi, CA
 95241-1912
 Fax: (209) 367-6475



Employee Change Transmittal

Please retain confirmation of your faxed copy for your records.

Group Name		Group/Billing Unit					Period	
							From	To
Employee Name	Subscriber Number	Type of Transaction					Effective Date	
		Medical		Dental		Trans to Grp No.		
		Add	Cancel	Add	Cancel			