



CONFIDENTIAL COMMUNICATION REQUEST FORM

This form is for use by a person who is covered by insurance and wishes to make a reasonable request to receive communications of insurance claim-related information from The Guardian Life Insurance Company of America by alternative means or at alternative locations if disclosing claim-related information could endanger the person.

SECTION A: Covered individual requesting confidential communication:

Name: _____

Policy No. or Member ID: _____

Birth Date: _____

Relationship to the Primary Insured, Member or Subscriber: _____

Current Address: _____

SECTION B: To the covered individual – please read the following and complete the information requested.

You have the right to make a reasonable request that you receive communications of claim-related information from us by alternative means or at alternative locations if disclosing the claim-related information could endanger you.

“Claim-related information” means all claim or billing information relating specifically to you, including your name, address, any services received, and the name and address of the provider of any services (such as your doctor). Your request will remain in effect until you revoke the request.

I, _____, request that The Guardian Life Insurance Company of America or its applicable group insurance subsidiaries, send communications of claim-related information to me by the following alternative means or at the following alternative locations because disclosing the claim-related information could endanger me:

In care of: _____

(If you are using someone else’s address, then enter his or her name here.) _____

Alternative Address: _____

Alternate Phone Number: _____

Alternate Email: _____

Signature: _____ Date: _____

SECTION C: Parents, Guardians, or Legal Representatives

If a covered individual is a child younger than 18-years-old and the person making this request is the child's parent or guardian, then please provide:

Parent or Guardian's Name:

Relationship to Covered Individual:

If a legal representative, such as an attorney, is making this request on behalf of the covered individual, then please provide:

Legal Representative's Name:

Relationship to Covered Individual:

Organization or Firm Name:

Business Address:

Business Phone Number: _____

Business E-mail Address: _____

RETURN TO:

The Guardian Life Insurance Company of
America
Attn: Customer Relations Unit
6255 Sterners Way
Bethlehem, PA 18017