

Name Your Beneficiaries

for UCRP and your insurance plans

Go online* to atyourservice.ucop.edu to name your beneficiaries for the following plans:

- UCRP/CAP
- Basic, Core Life, and Supplemental Life Insurance
- Accidental Death & Dismemberment
- Business Travel

Click on “Sign in to My Accounts,” sign in, then select “My Beneficiaries” and “Instructions.”

You’ll need to provide the following information:

- For an individual:
 - beneficiary’s name and date of birth
 - address
 - Social Security number (if available)
- For a trust:
 - the trust’s name (the trustee’s name, address, Social Security number and trust date are optional)
- For a charity or other entity:
 - charity/entity’s name and address (the charity/entity’s taxpayer identification number is optional)

* If you can’t use the online process, ask your department or Benefits Office for form UBEN 116, *Designation of Beneficiary*.

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Website address: atyourservice.ucop.edu



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