



THE STATE OF FLORIDA  
**JUSTICE ADMINISTRATIVE COMMISSION**

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**MEMORANDUM 012-16HR**

TO: Agency Administrators

FROM: Carolyn Horwich, Esq., Director of Human Resources

THROUGH: Rip Colvin, Executive Director

SUBJECT: Life Insurance of North America – Open Enrollment

DATE: April 28, 2016

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**Life Insurance of North America (LINA), a CIGNA Company**  
**Group Term Life Insurance**  
**OPEN ENROLLMENT May 2 – May 31, 2016**

Beginning May 2, 2016, employees will have the opportunity to enroll in the following program offered by Life Insurance of North America (LINA), a CIGNA Company through the convenience of payroll deduction:

**Group Term Life Insurance - Deduction Code 0262**

All active full-time employees are eligible to participate. Insurance is also available for your spouse and unmarried dependent children. Coverage is a guaranteed issue based on your current age and salary.

The Plan provides the following benefit enhancements all at no additional cost to you:

- A 100% Bonus to be added to the Basic Coverage
- \$10,000 life insurance protection on your spouse
- Employee Accidental Death and Dismemberment Benefit
- \$5,000 life insurance protection on all eligible dependent children

Click on the following link to obtain more information on the plan and enrollment instructions. [2016 LINA GTL Brochure & Enrollment Application](#). Mail or fax your enrollment form to:

Capital Insurance Agency  
P.O. Box 15949  
Tallahassee, Florida 32317  
Attn: Amber LeDoux

Fax: (850) 701-2028

You may also [enroll online](#) through Capital Insurance Agency.

[Contact your local representative](#) or Capital Insurance Agency's Home Office at 1-800-780-3100 if you have any questions. If you need further assistance, please contact Emily Reker, Post Tax Benefits Coordinator, by phone at (850) 413-0008, toll free (855) 616-2521, or by email at [posttaxbenefits@justiceadmin.org](mailto:posttaxbenefits@justiceadmin.org).

If you are currently participating in the program, you do not need to re-enroll. Your coverage will continue automatically.

***Please note that these benefits are not administered by People First and they are separate from the state-sponsored open enrollment period. Please direct all questions and submit enrollment forms as indicated above, not to the People First Service Center.***