

**PART 1 | PLAN MEMBER INFORMATION**

PLAN SPONSOR/GROUP NAME			
PLAN MEMBER NAME (Last Name, First Name)		DATE OF BIRTH (mm/dd/yyyy)	
GROUP #		MEMBER ID #	

**PART 2 | PATIENT INFORMATION**

PATIENT NAME (Last Name, First Name)	RELATIONSHIP TO PLAN MEMBER	DATE OF BIRTH (mm/dd/yyyy)	RECEIPT AMOUNT

**PART 3 | SUPPLIER INFORMATION**

SUPPLIER NAME					
MAILING ADDRESS					
CITY		PROVINCE		POSTAL CODE	
PHONE			FAX		
IF APPLICABLE, DEGREE AND REGISTRATION NUMBER OF PRACTITIONER					

**PART 4 | AUTHORIZATION**

*I certify that the information in this form is true and complete to the best of my knowledge. I authorize the release and exchange of information on behalf of myself, my spouse/common law spouse and/or my dependants solely for the purposes of determining group benefits eligibility and validating claims according to the terms of this Group Insurance Plan. I recognize that my personal information is confidential and will be kept in a private Group Benefits health file and that I have the right to request access to this file, and where appropriate have any inaccurate information corrected. I am aware that if sending a scanned or faxed claim, original receipts must be kept for a period of 1 year and that in the event of an audit, the receipts must be provided within 30 days.*

PLAN MEMBER'S SIGNATURE	DATE (mm/dd/yyyy)
SUPPLIER'S SIGNATURE	DATE (mm/dd/yyyy)

**Forward this completed form by email, fax or mail to:**

Email | [claims@cbproviders.ca](mailto:claims@cbproviders.ca) Fax | 780.944.9168

Mail | Canadian Benefit Providers, #202, 10235-124th Street NW, Edmonton, Alberta, T5N 1P9, Canada

Questions? Call us at 780.944.9166 or toll free at 855.944.9166