



KENTUCKY GROUP LIFE INSURANCE
501 HIGH STREET, 2ND FLOOR
FRANKFORT, KENTUCKY 40601

KGLI MEMO 18-02

TO: Kentucky Group Life Insurance (KGLI) ICs and HRGs
FROM: Department of Employee Insurance
RE: Life Insurance Forms
DATE: March 20, 2018

We continuously look for ways to streamline processes to make the workflow easier for our agency ICs/HRGs and our KGLI team.

We posted new forms for 2018 online during Open Enrollment; however, we continue to receive outdated forms. To expedite processing, please ensure you are using the current [2018 Life Insurance Application](#) and [KGLI Beneficiary Form](#). In addition, when sending out the required [conversion letter](#), make certain you are using the most current template because the contact phone number changed last year.

Starting today, we will reject any application/form that we receive that is not the correct form and completed in its entirety.

If you have any questions, please contact our KGLI branch.