

March 9, 2010

AUTHORIZATION TO RELEASE INFORMATION

Please complete and return to the above address

This is to authorize _____ to release information concerning
(school name)
enrollment in said school to Tongass Timber Trust for insurance purposes.

Signed _____

Insured Parent:

SCHOOL CERTIFICATION

This is to certify that _____ is enrolled and is taking the
required amount of credits to be considered a:

A. Full time student for the term of _____ to _____.

OR

B. Less than full time for the term of _____ to _____.

Anticipated date of graduation is _____

Name of School _____

Address _____

Signed: _____

Department or Title: _____ Phone: _____

IT IS TIME TO UPDATE OUR INFORMATION ON ALL DEPENDENTS 19 YEARS OF AGE OR OVER.

Tongass Timber Trust extends coverage to dependents age 19 up to age 26 if they are a full-time student and are not married.

If you cover a dependent under the Plan who is a full time student, they will now be able to continue coverage if they lose full-time student status because of a certified medically necessary leave of absence from school. Coverage will continue for one year from the start of the medically necessary leave of absence, unless the child's coverage would terminate earlier for another reason (i.e. exceeding the plan's dependent eligibility age).

Coverage after age 19 can also be extended if the dependent is developmentally disabled per our guidelines. This coverage is contingent on the employee remaining eligible for benefits under Tongass Timber Trust.

If the dependent shown is a full-time student:

Please complete the top portion of the enclosed school certification form and send to the school. The school is then to answer the questions in the lower section and return to Tongass Timber Trust.

If the dependent shown is not a full-time student:

We need a new Employee Group Medical Plan Enrollment & Beneficiary Designation Card. This needs to be filled in exactly as you would if you were a newly hired employee; filling in all information that affects your policy, as the most current enrollment card in your file takes precedence over any earlier ones. Enrollment cards can be obtained from your employer.

Over-age dependents who are not full-time students or developmentally disabled can elect to pay COBRA (self-pay) for up to 36 months. If you want to select the COBRA option, you must contact our office within 60 days from the day your dependent ceases to be an eligible dependent. This would be set up as an individual account under the dependent's Social Security number. Please contact our office if you need further information regarding this option.

Sincerely,

Tongass Timber Trust

enclosure: school certification