

Do You Need To Update Your Beneficiary Designation?

It is important to note that there are separate beneficiary designations for all of your McMaster benefits including Life Insurance, Pension Plan, Group RRSP, Accidental Death and Dismemberment. You must complete a separate beneficiary designation for each plan in which you are enrolled.

Your beneficiary designations ensure that your benefits will go to the person you choose in the event of your death. It is important to update your beneficiary designations whenever your circumstances change. Before you submit your beneficiary designation, check with your financial advisor, custodian, or attorney to determine whether it will produce the results that you desire. Keep a copy of all beneficiary designations and review them periodically. Members should review their beneficiary designations and consider updating them to reflect current personal circumstances.

Key Points to Consider:

- *If your beneficiary is a minor, please ensure you consult with your lawyer to ensure all safeguards are in place*
- *If you have a former spouse, ensure that you have updated Human Resources with your status*

Designating or Updating Beneficiaries is Easy

Whenever you have a significant life event, make sure you review and update your beneficiary designation(s) for all your benefits plans. Here's how to update them all.

- *Download a life event package at the [following website](#)*
- *Download benefit forms at the following website:
<http://www.workingatmcmaster.ca/benefits/forms/>*
- *Download pension forms at the following website:
<http://www.workingatmcmaster.ca/pensions/forms/index.php>*
- *Contact Desjardins Financial to update your Group Registered Retirement Savings Plan beneficiary information at the following: <http://www.desjardins.com/ca/>*

Please feel free to contact the HR Service Centre at extension 22247 for more information on the above.

Mailing Address

Please return completed forms to your respective HR Area Office:

Campus Services Human Resources Office

Location: Campus Services Building 202
Telephone: (905) 525-9140 ext. 22247
Fax: (905) 525-8410

Mailing Address: Human Resource Services
1280 Main St. West CSB 202
Hamilton, Ontario L8S 4M3

Faculty of Health Sciences Human Resources Office

Location: Health Sciences Centre 2J1
Telephone: (905) 525- 9140 ext. 22207
Fax: (905) 526-6623

Mailing Address: Faculty of Health Sciences
1280 Main St. West HSC 2J1A
Hamilton, Ontario L8S 4K1