

EMPLOYEE BENEFITS

Submitting Evidence of Insurability (EOI) online – it's quick and easy!

Did you know that the quickest and easiest way for your employees to submit an EOI is online through their Sun Life account? To give your employees access to this online service, register on www.sunlife.com/account today!

City of Henderson Policy Number- 901197



Why register on Sun Life Connect?

You, the employer, MUST be a registered user on Sun Life connect (www.sunlife.com/account) for at least 24 hours for employees to have access to apply for EOI online. On Sun Life Connect, you will have:

- Access to all current EOI application statuses and the history of previous EOI application statuses
- Notification alerts when an EOI application has been submitted online and requires your attention/action
- Notification alerts when an application status has changed
- An easy way to search EOI applications by date, status or employee name

Benefits of submitting EOI online

- Applications can be completed more accurately and in less time than paper forms
- Employees will not be able to submit information until errors are corrected and all information is completed
- Email alerts to the employee and the employer to confirm that an application was received
- Quick EOI decisions – usually within minutes – on applications for which the employer has confirmed coverage

Employee access to online EOI

Employees can complete and submit their EOI application online at www.sunlife.com/account.

If you have questions or are interested in learning more about our EOI process, review our EOI Employer Guide, or please call us at 800-247-6875, Monday through Friday, 8 a.m. to 8 p.m. ET.