

Insurance Assignment Program

Instructions for Funding Request

- **Submit Funding Request, Assignment, and Reassignment Forms**

To initiate the advanced funding request, complete the **Funding Request** form with all requested information for the decedent, beneficiary, and policy to be assigned. Complete the **Irrevocable Assignment and Power of Attorney** and the **Irrevocable Reassignment to Cincinnati Equitable Life Insurance**. Be sure that both the assignment and reassignment are signed by all necessary parties and notarized with the notary's stamp or seal visible.

Fax all forms to **877-822-7125** or email to **assignments@cineqlife.com**. We will contact you to let you know that your assignment has been received. Once the properly completed and signed documents have been received, we will initiate the verification process.

- **Advanced Funding Payment**

Generally, we are able to make the advance payment within 48 hours after we receive the completed assignment and reassignment forms.

- **Send Original Documents to Cincinnati Equitable Life Insurance**

We will need all original documents as soon as they become available, including certified copies of the death certificate showing manner and cause of passing. One original certified death certificate is required for each insurance company with which we are filing a claim. You can wait to send us the original documents until the death certificate is available. Mail all original documents to:

Cincinnati Equitable Life Insurance Company

P.O. Box 3428

Cincinnati, OH 45201

- **Contact us with any questions: 1-800-621-1826**