

**The United States Life Insurance Company in the City of New York**  
New York, New York

Administrative Office: Client Services 3-A, 3600 Route 66, P.O. Box 1583, Neptune, NJ 07754-1583  
Phone: 1-800-346-7692 Fax: 1-732-922-7604

Group #: \_\_\_\_\_

Group Name: \_\_\_\_\_

**Salary Changes:**

Name	Certificate Number	Effective Date	New Salary
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

**Termination of Employment:**

Name	Certificate Number	Term. Date	Reason for Termination
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

Phone #: \_\_\_\_\_