

<date>

<Salutation> <First Name> <Last Name>  
<Address Line 1>  
<Address Line 2>  
<City>, <State> <Zip Code>

Dear Church Pension Group Client:

Previously you may have received a communication from Church Pension Group informing you of a 90-day grace period for the payment of medical and life insurance premiums. This grace period began in early April and ended June 30, 2020.

As stated in the previous communication, if you are still experiencing financial hardship due to the COVID-19 pandemic, you are eligible to pay any life insurance premiums that were due but were unpaid during the 90-day grace period in 12 equal monthly installments. Recognizing the significant economic burden brought about by the COVID-19 pandemic, the Church Pension Group has decided to allow the same 12-month payment plan for eligible past due premiums for medical, dental and disability benefits as well.

If you would like to have the applicable outstanding balance incorporated into this payment plan, you will have 12 months to repay that balance in equal monthly installments. Please keep in mind that you will still be responsible for paying your current monthly payment in full in addition to the installment amount for the month. If you agree to the payment plan and fail to make a scheduled installment plan payment, interruption of your benefits may occur.

If you have any questions or want to avail yourselves of this payment plan, you **MUST** reach out to Contact Client Services at (855) 215-5990, Monday to Friday, 8:30AM to 8:00PM ET **by August 31, 2020**. If you do not contact us and request to participate in this payment plan by this date, then this payment plan option will no longer be available to you and you will see a request for the payment of all outstanding amounts on your next bill.

As always, we look forward to serving you. Please know that you are in our thoughts and prayers during these challenging times.

Sincerely,

Church Pension Group