

To request a name change, please complete this form and return it to Reliance Standard Life Insurance Company ("RSL") using one of the methods below. Complete all required sections for your request. **If you do not provide Pages 1-2 to Reliance Standard, your request will not be processed until pages 1-2 are received.**



**EMAIL TO:**  
annuitychgrequests@rsl.com



**FAX TO:**  
267.570.8812



**MAIL TO:**  
Reliance Standard – Retirement Services  
1700 Market Street, Suite 1200  
Philadelphia, PA 19103

**QUESTIONS? Call Customer Care at 1.800.435.7775**

Contract Number \_\_\_\_\_ If additional security has been requested, you must indicate the PIN here in order for the transaction to be processed. \_\_\_\_\_

**SECTION 1 | Contract Owner Information**

First Name \_\_\_\_\_ MI \_\_\_\_\_ Last Name \_\_\_\_\_

Entity/Trust Name \_\_\_\_\_

SSN/TIN \_\_\_\_\_ Email Address \_\_\_\_\_ Phone Number \_\_\_\_\_

Mailing Address\* \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

\*Required if mailing address is a PO Box:

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**SECTION 2 | Joint Contract Owner Information (if applicable)**

First Name \_\_\_\_\_ MI \_\_\_\_\_ Last Name \_\_\_\_\_

SSN/TIN \_\_\_\_\_ Email Address \_\_\_\_\_ Phone Number \_\_\_\_\_

Complete the address portion only if it is different than the owner's address.

Mailing Address\* \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

\*Required if mailing address is a PO Box:

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**SECTION 3 | Name Change**

To complete your request, we must receive the appropriate legal documentation i.e., marriage certificate, divorce decree, court order.

Choose one:  Owner  Annuitant  Other \_\_\_\_\_

Reason for Change:  Marriage  Divorce  Court Order  Other \_\_\_\_\_

Change the name from: \_\_\_\_\_ Previous Signature: \_\_\_\_\_  
Print Name Signature before name change

Change the name to: \_\_\_\_\_ Current Signature: \_\_\_\_\_  
Print Name Signature after name change

**SECTION 4 | You must complete this Section. Read this section IN ITS ENTIRETY before signing.**

I certify that the contract and taxpayer identification numbers shown on this form are mine. I further certify that this contract is neither assigned nor pledged as collateral to any other person or corporation and that no proceedings in bankruptcy or insolvency, voluntary or involuntary have been instituted by or against me/us as the owner(s) and that I/we as the the owner(s) is (are) not under guardianship or any legal disability.

By signing below, I acknowledge this request is in accordance with the provisions of my contract and RSL reserves the right to request additional information as needed to process the request.

Contract Owner Signature Signature Date (MM/DD/YYYY)  
\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Contract Joint Owner Signature (if any) Signature Date (MM/DD/YYYY)  
\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

In order to sign on behalf of the owner, proper legal documentation must be on file with RSL. Please include the documentation if it has not already been provided to RSL. If we do not have the correct documentation, we will be unable to process your request until it is received. Please select the capacity in which you are signing on behalf of the owner below.

Power of Attorney  Guardian  Conservator

Signature (If applicable) Signature Date (MM/DD/YYYY)  
\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_