



How to file a life insurance death claim

01 Contact the sponsoring employer for the necessary claim form.

02 Complete the form and provide the certified death certificate
If the benefit amount is under \$500,000; a copy of the death certificate may be accepted.

03 The sponsoring employer will be responsible for:

- Providing a copy of the insured's enrollment documentation.
- Any beneficiary change information.
- Completing the "Death Claim for Group Life Plans".

04 Submit the completed and signed forms, along with the items listed above, online or via U.S. mail:

Voya Life Claims
PO Box 1548
Minneapolis, MN 55440

Online: www.voya.com/claims

Note: The sponsoring employer may assist you with submitting this claim.

05 Voya Claims will request any additional documents needed to process the claim.

For certificate holders of life insurance



If you have any questions about the claim process, call **1-888-238-4840**

Life insurance is underwritten by ReliaStar Life Insurance Company (Minneapolis, MN), a member of the Voya® family of companies. Policy form #: ICC LP14GP, Certificate form #: ICC LC14GP. Form numbers, product provisions and availability may vary by state.

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