



September 4, 2024

RE: Legacy Benefits Policies

Dear Coast Property Management employees,

Over the past few months, Coast has been reviewing various employee benefit offerings with our outside consultant, LBG Advisors.

We have identified some legacy, individual based policies that have been processed and paid through company payroll for the last several years.

To help streamline accounting operations and to protect employees if they leave Coast, we will be transitioning the following individual policies to employee direct pay as of **September 13th payroll** (meaning no more payroll deductions moving forward).

- Metlife Life or Cancer (not the current group dental or vision products)
- TransAmerica
- Manhattan Life (aka Kanawha or Humana)
- Aflac (Old individual platform only – not newer Group Platform)
- Trustmark - Long Term Care

If you currently have a policy with any of five carriers listed above, it is important to complete and return the appropriate direct bill form by contacting your provider by September 30, 2024, to avoid any policy suspension/cancellation.

To assist with this process, a tab has been added to CoastMgtBenefits.com. It includes contact information and portability forms for each carrier.

Respectfully,

Jessica Diggs, PHR, SHRM-CP, CCMP | Human Resources Director

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