

FILE A LONG-TERM DISABILITY CLAIM WITH CONFIDENCE

Your long-term disability (LTD) program is managed by The Hartford.

City of Seattle
Policy Number: 681789

THE HARTFORD MAKES IT EASY TO FILE FOR LONG-TERM DISABILITY

STEP 1

Know when it's time to file.

If you're absent from work, we can advise you on when to file a claim. If your absence is scheduled and you anticipate being out of work greater than 90 days, please call us approximately 45 days after your last day of work.

STEP 2

Have this information ready.

- Name, address and other key identification information (e.g., Employee number).
- Name of your department and last full day of active work.
- The nature of your claim.
- Your treating physician's name, address, phone and fax numbers.

STEP 3

Make the call.

With your information handy, call The Hartford at 888-301-5615. You'll be assisted by a caring professional who'll take your information and begin the filing process.

TO FILE A LTD CLAIM

PHONE: **888-301-5615**
5 a.m. to 5 p.m. Pacific Time

CITY OF SEATTLE
POLICY NUMBER: **681789**

WHEN YOU CALL, THE HARTFORD WILL ASK YOU TO PROVIDE:

- Name, address and other key identification information (e.g., Employee Number)
- Name of your department and last full day of active work
- The nature of your claim
- Your treating physician's name, address, phone and fax numbers

This card is not proof of insurance.

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GET SUPPORTIVE ASSISTANCE

Even after your claim has been filed, we may be in touch to check your progress, answer questions or obtain additional information from you. Our goal is to offer a smooth and hassle-free experience until you return to work. Feel free to also call us with anything that's on your mind. We're here to help.

RELAX AND STAY POSITIVE

You have the assurance of our knowledge, experience and understanding of what you are going through. We're with you all the way, so you can receive the benefits you qualify for and get back to your life.

 (Snap a photo with a mobile device to capture information above.)

For more information, please contact
The Hartford's toll-free number above.



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Disability Form Series includes GBD-1000, GBD-1200, or state equivalent.

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