

**To: All Applicants Filing for Disability under the UFCW Pension Plan for Employees**

Greetings:

**Re: Directions for Filing for a Disability Retirement Benefit**

The following actions must be taken to initiate processing of a Disability Retirement Application:

Complete and return to the UFCW Benefits Office the enclosed Application for Retirement Benefits with the following documentation included:

1. All supporting medical documentation, test results, etc.
2. Completed Authorization For Release Of Medical Records which authorize the UFCW Benefits Office to release the medical documentation to the Plan Physician for review.

Our experience with disability applications has demonstrated that some physicians are reluctant to release medical information to the Plan Physician. Therefore, to assure an orderly processing of your application you should request that your doctor expedite the transmission of your medical data to you. Failure to do so could result in a denial or delay of your disability application.

Should you have any questions concerning this matter, please do not hesitate to contact us.