



## Los Angeles Machinist Benefit Trust

1325 N. GRAND AVE • STE 200 • COVINA, CA 91724

Date: September 8, 2015  
To: All Plan Participants and Eligible Dependents  
From: Board of Trustees  
Subject: New Plan Administrator

### PLEASE READ AND KEEP THIS IMPORTANT LETTER

At the direction of the Board of Trustees, Corcoran Administrators, Inc. will be replacing Zenith American Solutions as the third party administrator for the Los Angeles Machinist Benefit Trust. **This change will take effect October 1, 2015.**

The Board carefully chose Corcoran Administrators on the basis of its familiarity with the Trust and its commitment to service. Corcoran Administrators has created a dedicated team assigned specifically to service you and your dependents, and steps have been taken to ensure that the transition is as seamless as possible. We're excited about this change, and we have taken this step with your best interests in mind.

***Please be assured that there will be no changes in your benefits or disruptions in your health care.***

#### **IMPORTANT INFORMATION ABOUT YOUR I.D. CARDS:**

- If you are an active employee and currently enrolled in the **Blue Cross PPO Plan** (indemnity medical plan) or the **ProCare Rx Plan** (prescription drug plan) you will receive new cards before October 1. As of September 30, destroy your existing cards and use your new cards.
- ***There will be no changes to any of the other Plan I.D. cards, including:*** Kaiser, Blue Shield HMO, dental coverage, or vision coverage (regardless of plan).

Effective October 1, 2015, Corcoran Administrators will answer all questions about claims submitted or paid before that date. Customer service representatives will be available from 9 AM to 5 PM Monday through Friday.

#### **Please note:**

- Effective October 1, contact Corcoran Administrators at (800) 499-8121 if you have not received your new I.D. cards for the Blue Cross PPO or the ProCare Rx plans.
- If you are a **Retired or COBRA participant**, please continue submitting your monthly self-payments and coupons to the same location: Los Angeles Machinist Benefit Trust, P.O. Box 51177, Los Angeles, CA 90051-5477.
- Important new contact information effective October 1, 2015:  
Los Angeles Machinist Benefit Trust  
→ Mailing Address: P.O. Box 5030, Walnut Creek, CA 94596  
→ Street Address: 3313 Vincent Rd., #216, Pleasant Hill, CA 94523  
→ Local office: 5402 Bolsa Ave., Huntington Beach, CA 92649 (offices of I.A.M. District Lodge 725)  
→ Customer Service Numbers: (800) 499-8121 or (714) 898-2200

If you experience any problems or have any questions **prior to October 1**, contact your current administrator at (800) 499-8121. Corcoran Administrators can be reached at [customerservice@corcoranadmin.com](mailto:customerservice@corcoranadmin.com).

Please keep this important notice with your summary plan booklet and other important plan information.