



MetLife

Will Preparation Service Available for Supplemental Life.

We are pleased to announce that you have access to an important benefit for all City of Tallahassee employees who participate in the Supplemental Life Insurance plan– **Will Preparation**¹.

Having an up-to-date will is one of the most important things you can do for your family.

Without a will, your assets may be distributed according to state law and *not* in accordance with your wishes. An up-to-date will establishes important decisions about the distribution of your assets. That's why Will Preparation is such an important benefit for City of Tallahassee employees. With Will Preparation, you have access to an important service that helps you ensure your family's future should something happen to you.

What is Will Preparation?

Will Preparation is offered by Hyatt Legal Plans¹, a MetLife company, and provides eligible employees and their spouses with access to attorneys participating in Hyatt Legal Plans network for preparing or updating a will, living will and power of attorney. When you choose a participating Hyatt Legal Plans attorney, the attorney's fees are fully covered and there are no claim forms to file. You also have the flexibility of using a non-network attorney and being reimbursed for covered services according to a set fee schedule.²

How do I access Will Preparation Services?

It's simple. City of Tallahassee employees who participate in MetLife's Supplemental Life Insurance plan program can access the service by:

- Contacting Hyatt Legal Plans at 1-800-8216400, Monday through Friday, 8:00 a.m. through 7:00 p.m. E.T.
- A Client Service Representative will:
 - ask you to provide your City of Tallahassee, Group Number, and the last 4 digits of your Social Security number
 - help you locate a participating plan attorney in your area
 - provide you with a case number to give to the attorney you choose
 - answer any questions you have
- You contact the attorney's office and make an appointment at a time convenient for you.

Hyatt Legal Plans' Toll-Free Number: 1-800-821-6400
City of Tallahassee Group Number 98014

If you have questions about Will Preparation, please contact Hyatt Legal Plans at the toll-free number listed above.

¹ Will Preparation Services are offered by Hyatt Legal Plans, Inc., Cleveland, Ohio. In certain states, legal services benefits are provided through insurance coverage underwritten by Metropolitan Property and Casualty Insurance Company and Affiliates, Warwick, Rhode Island. In New York, the Will Preparation service is an expanded offering that includes office consultations and telephone advice for certain other legal matters beyond Will Preparation.

² If you chose a non-network attorney, you will be responsible for any attorneys' fees that exceed the reimbursed amount.

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