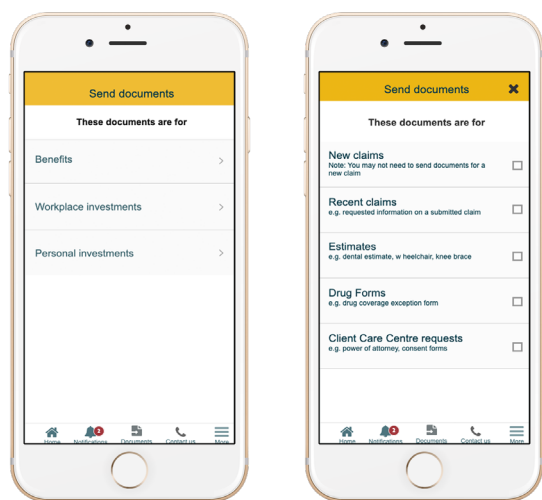


# Submit outstanding claims with the **my Sun Life mobile app**



If you no longer have group benefits with Sun Life you'll need to submit your outstanding claims soon.<sup>1</sup> You can submit these claims easily and quickly through the **my Sun Life mobile app**.

All you need to do is take a picture of your receipt and the signed claims form using the app's **Send documents** feature. You can find claims forms at [sunlife.ca/forms](https://sunlife.ca/forms).



## Follow these steps to submit your outstanding claims digitally to Sun Life:

1. Sign in to the **my Sun Life mobile app** using your access ID and password or Touch ID
2. At the bottom of the screen select **Documents**
3. Select **Benefits**
4. Select **Medical** or **Dental plans**
5. Use the **Client Care Center requests** option
6. Read the instructions. Select **Next** and take a photo of your documents

## Prefer to mail your claims?

You can still send printed forms through the mail. Simply complete and sign the claim form and mail it to Sun Life with a copy of your expense receipt.

## We can help

Call **1-800-361-6212** any business day from 8 a.m. to 8 p.m. ET.

If you don't have the **my Sun Life mobile app**, you can download it through the Android and Apple app stores.



<sup>1</sup> You must submit any outstanding claims within the time (called a proof of claim period) in your benefits booklet. You can also contact us to ask about the deadline for your plan.

App Store is a trademark of Apple Inc., registered in the U.S. and other countries. Android is a trademark of Google LLC.

**Life's brighter under the sun**

Group Benefits are provided by Sun Life Assurance Company of Canada, a member of the Sun Life Financial group of companies.

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