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# THE UNIVERSITY OF BRITISH COLUMBIA



**Human Resources**  
Room 350 - 2075 Wesbrook Mall  
Vancouver, BC  
Canada V6T 1Z1  
<http://www.hr.ubc.ca>

**Date:** May 1, 2008

**To:** Recipients of the Optional Life Marketing Campaign communication

**From:** Human Resources – Benefits Administration

**Re:** Optional Life Marketing Campaign - Clarification

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The purpose of the optional life marketing campaign is to increase your awareness of the optional life benefit and provide you with information and instruction on how to apply for coverage. The decision to apply is completely voluntary.

**Clarification:**

If you are currently enrolled in optional life for you and/or your spouse – your current level of coverage is confirmed in your letter (you may also confirm your coverage by logging onto the [Faculty and Staff Self Service website](#)). Please note: if you are not at the maximum level of coverage, you can apply to increase your current coverage up to the maximum (\$250,000 for staff and \$750,000 for faculty).

**If you do not wish to apply for new coverage or increase your current coverage, you are not required to complete the enclosed forms.**

If you have questions regarding the optional life marketing campaign, please contact Stephanie Mah at (604) 822-6823 or e-mail [stephanie.mah@ubc.ca](mailto:stephanie.mah@ubc.ca).

Thank you.