



## Portability Vs. Conversion

Upon loss of eligibility or termination of employment, an employee and/or their dependents may elect to continue their employer-sponsored Basic or Voluntary Term Life Insurance by either porting or converting it.

For questions regarding porting or converting, contact Guardian® at 1 800 627 4200. The following information reflects the basic differences between porting and converting Guardian Life Insurance coverage.\*

|                                                   | Ported Policy                                                                                                                                                                                                                                                                                                                                                                                                             | Converted Policy                                                                                                                                                                                                                                                                                                                                                                            |
|---------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Definition</b>                                 | <p>Portability provision allows an employee/dependent to continue Basic or Voluntary Term Life Insurance upon loss of eligibility or termination of employment in these situations:</p> <ul style="list-style-type: none"> <li>• Group policy discontinues the eligibility of a class of employees to which the employee belongs</li> <li>• Employee retires</li> <li>• Employee is terminated or changes jobs</li> </ul> | <p>Conversion allows an employee/dependent to convert their Basic or Voluntary Term Life Insurance to an individual life insurance policy in these situations:</p> <ul style="list-style-type: none"> <li>• Employment ends</li> <li>• Employee stops being a member of an eligible class of employees</li> <li>• Dependent loss of eligibility</li> <li>• The policy terminates</li> </ul> |
| <b>Type Of Policy</b>                             | Group Term Life                                                                                                                                                                                                                                                                                                                                                                                                           | Individual Whole Life                                                                                                                                                                                                                                                                                                                                                                       |
| <b>General Cost</b>                               | Comparable to group rate                                                                                                                                                                                                                                                                                                                                                                                                  | More expensive than group rate                                                                                                                                                                                                                                                                                                                                                              |
| <b>Length of Coverage</b>                         | Until age 70 with applied age reductions                                                                                                                                                                                                                                                                                                                                                                                  | Guaranteed for life                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Dependents</b>                                 | Dependent Life coverage may be ported when insured at time of loss. If option is included, AD&D can be ported at the same time Life is ported.                                                                                                                                                                                                                                                                            | Dependent Life coverage may be converted when insured at time of loss. No conversion of AD&D.                                                                                                                                                                                                                                                                                               |
| <b>Is Policy Same as Employer-Sponsored Plan?</b> | <p>Similar to the group policy. Ported policies do not include:</p> <ul style="list-style-type: none"> <li>• Income replacement benefits</li> <li>• Extended life benefits</li> <li>• Waiver of premium privileges</li> <li>• Accidental Death and Dismemberment (unless option to allow AD&amp;D port is included)</li> </ul>                                                                                            | <p>Different than the group policy. Converted policies do not include:</p> <ul style="list-style-type: none"> <li>• Disability benefits</li> <li>• Accidental Death and Dismemberment benefits</li> </ul>                                                                                                                                                                                   |

## Comparison of benefits

|                                 | Ported Policy                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Converted Policy                                                                                                                                                                                                                                                                                                                                                                                                                                |
|---------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Benefit Amounts</b>          | <p>A member may elect to continue all or part of their employer-sponsored life insurance volume.</p> <p>Employee:</p> <ul style="list-style-type: none"> <li>a) 100% of their basic and/or voluntary life volume</li> <li>b) 50% of their basic and/or voluntary life benefit when their current volume is at least \$50,000</li> </ul> <p>Spouse:</p> <ul style="list-style-type: none"> <li>a) 100% of their basic and/or voluntary life volume</li> <li>b) 50% of their basic and/or voluntary life benefit when their current volume is at least \$20,000</li> </ul> <p>Child(ren):</p> <ul style="list-style-type: none"> <li>a) 100% of their basic and/or voluntary life volume</li> <li>b) 50% of their basic and/or voluntary life benefit when their current volume is at least \$4,000</li> </ul> <p>Note: If a member ports 100% of the volume, dependent(s) must port 100% of their volume. If a member ports 50% of the volume, dependent(s) must port 50% of their volume within above guidelines.</p> | <p>The amount a member may convert is based on whether coverage ended because they or their dependent(s) lost eligibility or the group plan ended.</p> <p>Loss of eligibility: A member and/or their dependent(s) may convert as little as \$3,000 up to 100% of the volume enrolled for at the time of loss.</p> <p>Life plan ended at a group level: Converted benefits specific to state regulations in which the group plan is written.</p> |
|                                 | <ul style="list-style-type: none"> <li>• Must be insured for coverage for at least 3 months or 91 days (refer to certificate booklet for specific details) before termination of employment AND</li> <li>• Must be insured for coverage at the time they wish to port</li> <li>• Not able to port if eligible for waiver of premium under the policy</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <ul style="list-style-type: none"> <li>• Must be insured for coverage at the time they wish to convert</li> <li>• If Conversion is due to the cancellation of the Group Term Life benefit with Guardian, the member must be insured on the Guardian plan – or the plan it replaced – for 5 consecutive years (may vary by state or contract)</li> </ul>                                                                                         |
| <b>Evidence of Insurability</b> | May be required based on the plan design                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Guaranteed conversion<br>No Evidence required                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>How To Port/ Convert</b>     | <p>Within 31 days of the end of their employer-sponsored life insurance they must:</p> <ul style="list-style-type: none"> <li>• Submit a completed application, along with any other required forms, and pay the initial premium due</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                 |

Contact your Guardian Group sales representative for more information.

**The Guardian Life Insurance Company of America**  
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NOTE: For plans that have both basic and voluntary life, and offer both conversion and portability on the life benefits, Guardian will allow members to convert or port benefits as they choose. Example: The member may port one coverage and convert the other; port both coverages, or convert both coverages. \*The terms of the group life insurance certificate that is being replaced should be referenced for specific contract provisions. Guardian Group Life Insurance underwritten and issued by The Guardian Life Insurance Company of America, New York, NY. Products are not available in all states. Policy limitations and exclusions apply. Optional riders and/or features may incur additional costs. Plan documents are the final arbiter of coverage. Policy Form(s) Term Life Policy Form GP-1-R-LB-90. GP-1-R-EOPT-96. GC-Life-15-1.0. Voluntary Term Life Policy Form GP-1-R-ADCL1-00. AD&D Policy Form GP-1-R-ADCL1-00. GC-ADD-15-1.0. In New York: Term Life Policy Form GC-LIFE-15-NY. AD&D Policy Form GC-ADD-15-NY. For Agent/Broker Use Only. Not For Use With The General Public. Experience for individuals who have ported coverage does not count against planholder experience.