

## **EMAIL 3 – FEGLI 2004 OPEN SEASON REMINDER**

**SEND THIS EMAIL: Sometime Between September 6 – 10, 2004**

=====

**To: [Agency Name] Employees**

**Subject: FEGLI 2004 Open Season – Get the Information You Need!**

Kay Coles James, the Director of the U.S. Office of Personnel Management sums it up best –

*“I strongly encourage you to take advantage of this rare opportunity to review your life insurance requirements to ensure you are spending your hard-earned dollars in the best possible way to protect your family.”*

Have you visited [www.fegli2004.opm.gov](http://www.fegli2004.opm.gov) to get more information about the FEGLI Open Season? You should have received a FEGLI 2004 Enrollment Packet. If you did not, please visit your local human resources office for a copy, or read the Packet on the website.

**This Open Season doesn’t last very long – it ends on September 30, 2004. Don’t miss it!**

You should have received an election form already. If you need one, visit [www.fegli2004.opm.gov](http://www.fegli2004.opm.gov) or visit your local human resources office. (AGENCY – ADD IN INFO IF YOU PROCESS ELECTIONS ELECTRONICALLY)

Even if you don’t have Basic coverage now, you can still participate in this FEGLI Open Season!

Even if you waived coverage in the past, or you were turned down for coverage in the past, you can still participate in this FEGLI Open Season!

No physical needed, no medical questions asked!

Please note that new coverage you may elect has a delayed effective date. The website contains details.