



SECURITY MUTUAL LIFE
 INSURANCE COMPANY OF NEW YORK
 SECURITY MUTUAL BUILDING • 100 COURT ST.
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Security Mutual... Your Partner for Life.SM

1035 External Exchange Guidelines

(Money coming from an Outside Company to Security Mutual)

- 1** Complete SML exchange form 0011911 (*Life Insurance to Life Insurance Exchange*) or 0004480XX (*Life insurance or an Annuity to an Annuity*). Submit at time of application to the Home Office with ORIGINAL signatures only. Be sure that all parties with an interest in the policy (owner, owner's spouse if the owner resides in a community property state, collateral assignee, irrevocable beneficiary, etc.), sign the exchange form.
- 2** Submit original policy or mark the lost policy box 1(b), Section B included on exchange form if original policy cannot be located.

- Insured/Annuitant and owner must be the same on both policies/contracts (before and after exchange.) Confirm owners with current insurer to avoid ownership issues.
- If the policy is owned by a trust, original signatures of ALL trustees as owner are required, together with their title(s).
- Complete name and date of trust must be included.
- Submit a copy of the trust showing section listing trustees.
- If owned by a business entity, include title of party signing on behalf of the business entity and complete company name.
- All external exchanges average 30 days of processing time from receipt of paperwork in good order at the exchanging company.
- Status of the exchange and receipt of proceeds are posted on SecurityLink.

Some external companies require company specific forms in addition to the Security Mutual forms noted above. We recommend that you contact the existing insurer to obtain exchange requirements prior to submitting documents. Please request a blank form for completion if you are exchanging a policy from:

AIG	Great West	Modern Woodmen	Presidential	US Life
American Express	IDS	National Life	Principal	
American General	Lincoln Security	Northwestern Mutual	Reliastar/ING	
First Investors	Mass Mutual	Phoenix Life	SBLI	

The listing provided is not comprehensive and is subject to change.

**FOLLOWING THE STEPS ABOVE WILL SAVE YOU DAYS OF PROCESSING TIME
 ONCE THE APPLICATION HAS BEEN APPROVED BY UNDERWRITING.**

1035 EXTERNAL EXCHANGE INFORMATION CONTACT:
New Business Department
Telephone: 1-800-346-7171
Email: aschwartz@smlny.com