



# Retiree Welfare Fund

16 Court Street • Brooklyn, New York 11241-1003 • Telephone: (718) 624-2600 • FAX: (718) 624-2522

IRWIN SHANES, Administrator

July 1999

Dear Member:

In our continuing effort to provide the best possible service, we have enhanced our computer systems to allow for an alternate address for Fund communications and payment of claims. With this new capability, we will be able to send your reimbursement checks and any information concerning your benefits to where you actually are, not to a permanent address where you may not return for an extended period of time.

At this time, we ask that you complete and return the form at the bottom of this letter. Please indicate the time period you will be at your alternate address, and the telephone number at which you may be reached. This information will be added to your file, and will be considered for all future mailings. Should you change the address or time periods you will be at the address, kindly notify the Fund office as soon as possible so that we may maintain accurate information and provide you with the best possible service.

Sincerely,

Irwin Shanes  
Administrator

.....  
Member SS#: \_\_\_\_\_

Member Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Permanent Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Alternate Address

From: \_\_\_\_\_ To: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

BOARD OF TRUSTEES: Jill Levy; August Rizzuto  
Stephen Molinelli; John Gentile; Mark Brodsky; Bruce K. Bryant, Counsel

