

**PLEASE FOLLOW THESE INSTRUCTIONS FOR REIMBURSEMENT:**

1. Confirm information in Part 1 and Part 2 are correct. To make changes, please call I-800-VISION-1 (1-800-847-4661).
2. Sign Part 3 where indicated.
3. Return this form to General Vision Services, Attn: OON-Dept, 520 Eighth Avenue, Suite 900, New York, NY 10018 or email to oon@gvsbenefits.com with an **itemized receipt** for optical services. General Vision Services will issue reimbursement checks to the MEMBER.

**PART 1: MEMBER INFORMATION** **Account #:** \_\_\_\_\_

Member's Name: \_\_\_\_\_ ID# \_\_\_\_\_

Street Address: \_\_\_\_\_

City & State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: \_\_\_\_\_

**PART 2: PATIENT INFORMATION**

Patient's Name: \_\_\_\_\_

Patient's DOB: \_\_\_\_\_

Relationship to Member:  Member     Spouse     Domestic Partner     Child

**PART 3: AUTHORIZED SIGNATURES (18 years old and older)**

Patient's Signature: \_\_\_\_\_

Member's Signature: \_\_\_\_\_

**FOR INTERNAL GVS USE:**

Record Card # OUT: \_\_\_\_\_

Authorization #: \_\_\_\_\_ Date Processed: \_\_\_\_/\_\_\_\_/\_\_\_\_

Exam: \_\_\_\_\_ Frame: \_\_\_\_\_ Lenses: \_\_\_\_\_

Total: \_\_\_\_\_

**(COMPLETE AND RETURN TO GVS WITH RECEIPT)**