



MetLife AdvantagesSM - Support, Planning and Protection When You Need It Most

Will Preparation Services

The **Will Preparation Service**¹ is offered as part of MetLife's Supplemental Life Insurance plans. Will Preparation is offered by Hyatt Legal Plans, Inc., a MetLife Company. One of the planning services included with MetLife AdvantagesSM, the Will Preparation Service provides eligible employees and their spouse/domestic partner with face-to-face access to participating Hyatt Legal Plans attorneys who can help prepare or update wills, living wills, and powers of attorney at no additional charge. Will preparation services performed by attorneys who do not participate in the Hyatt Legal Plans network are reimbursed according to a set fee schedule.²

▼ What does the Will Preparation Service cover?

MetLife's Will Preparation Service covers participating plan attorneys' fees for the following services:

- Face-to-face and telephone consultations to discuss preparing or updating an employee's and/or spouse or domestic partners will, living will and powers of attorney
- Preparation and updating of wills, living wills and powers of attorney
- Preparation of the codicils

▼ Trusts: What is Covered? What is Not?

- Any testamentary trust (which is a trust set up in a will to take effect after death) is covered by your Will Preparation Service when you use a participating plan attorney
- Living trusts are not covered by Will Preparation Services, as these are separate legal documents. Participating attorneys will be happy to discuss and/or prepare living trusts; however, Will Preparation Services will not cover the attorney's fees
- Tax planning is not covered by the Will Preparation Service

▼ What is the out-of-network option?

Will Preparation participants have the option to retain an attorney outside the Hyatt Legal Plans network. If you use an out-of-network attorney, you will receive reimbursement for the preparation of wills up to a set dollar limit. To take advantage of the reimbursement option, you must first contact Hyatt Legal Plans' Client Service Center toll-free at 1-800-821-6400 to request authorization and the fee reimbursement claim forms.

▼ How do I access the Will Preparation Service?

It's simple. If you participate in MetLife's Supplemental Life Insurance plan, you can access this service by contacting Hyatt Legal Plans at 1-800-821-6400, Monday through Friday, 8:00 a.m. through 7:00 p.m. Eastern Time. A client service representative will:

- Ask you to provide your company name, group number, and the last four digits of your Social Security or employee number. Your group number is 27747
- Help you locate a participating plan attorney in your area
- Provide you with a case number to give to the attorney you choose

- Answer any questions you may have

Then you can simply contact the attorney's office and make an appointment at a convenient time.

If you have questions about the Will Preparation Service, please contact Hyatt Legal Plans at the toll-free number shown above.

In addition, anyone covered by a MetLife group insurance plan may take advantage of WillsCenter.com.³ This service allows you and your spouse or domestic partner to prepare a will, living will, power of attorney, or HIPAA authorization form in a secure online environment.

Register at [WillsCenter.com](https://www.willscenter.com).

¹Included with Supplemental Life Insurance. Will Preparation Services are offered by Hyatt Legal Plans, Inc., a MetLife company, Cleveland, Ohio. In certain states, legal services benefits are provided through insurance coverage underwritten by Metropolitan Property and Casualty Insurance Company and Affiliates, Warwick, Rhode Island. For New York sitused cases, the Will Preparation service is an expanded offering that includes office consultations and telephone advice for certain other legal matters beyond Will Preparation. Tax Planning and preparation of Living Trusts are not covered by the Will Preparation Service.

²Participants will be responsible for any attorney fees that exceed the reimbursed amount.

³WillsCenter.com is a document service provided by SmartLegalForms, Inc., an affiliate of Epoq Group, Ltd. SmartLegalForms, Inc. is not affiliated with MetLife and the WillsCenter.com service is separate and apart from any insurance or service provided by MetLife. The WillsCenter.com service does not provide access to an attorney, does not provide legal advice, and may not be suitable for your specific needs. Please consult with your financial, legal, and tax advisors for advice with respect to such matters.

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