

# External Term Conversion Program

# MetLife



## Eligible Carriers

MetLife will continue to monitor the External Term Conversion Program on a regular basis to ensure that only policies issued by strong companies with responsible underwriting are eligible. MetLife will make revisions to the eligible carrier list as circumstances dictate and will review the list once a year for carrier additions and deletions. Clients who own an in-force term policy issued Standard or better in the last 60 months by one of the following companies are generally eligible for the program.

### Allstate

- Lincoln Benefit Life Company

### American General Life Insurance Company

- Old Line Life Insurance Company

### Aviva

### AXA Equitable Life Insurance Company

- MONY Life Insurance Company of America

### Banner Life Insurance Company

### Genworth Life Insurance Company

- GE Capital Life Insurance Company
- First Colony Life Insurance Company

### The Guardian Life Insurance Company of America

- Berkshire Life Insurance Company of America

### Hartford Life and Annuity Insurance Company

### Liberty Life

### Lincoln National Life Insurance Company

- First Penn Pacific Life Insurance Company
- Jefferson Pilot Life Insurance Company

### Manulife Insurance Company

- John Hancock Life Insurance Company

### Massachusetts Mutual Life Insurance Company<sup>1</sup>

### Midland National Life Insurance Company

### Minnesota Life Insurance Company

### New York Life Insurance Company<sup>1</sup>

### North American Company For Life and Health Insurance

### Northwestern Mutual Life Insurance Company

### Ohio National Life Insurance Company

### Pacific Life Insurance Company

### Penn Mutual Life Insurance Company<sup>1</sup>

### Phoenix Life Insurance Company

### Principal Life Insurance Company

### Protective Life Insurance Company

- Chase Insurance Life & Annuity Company
- Empire General Life Insurance Company
- Federal Kemper Life Assurance Company
- Zurich Kemper Life Insurance Company

### Provident Mutual Life Insurance Company

### State Farm Life Insurance Company

### Thrivent Financial

### Transamerica Life Insurance Company

### Union Central Life Insurance Company

### West Coast Life

### Western Reserve Life Assurance Company

<sup>1</sup> Only policies issued preferred rating classification or better are eligible.

## Program Highlights

### The following guidelines have been established and must be followed in order for a non-affiliated company's term policy to be eligible for conversion:

- All currently available individual permanent life products offered by MetLife<sup>2</sup> are eligible for conversion<sup>3</sup>.
- This program is not available for applicants residing in New York. However, if the former NY resident owner is currently a non-NY resident, eligible carrier policies will be allowed.
- Minimum face amount for conversion is \$100,000.
- Preferred Nonsmoker is the best classification available with conversion. Elite is NOT available.
- A portion of the term policy can be converted but nothing is allowed to be retained with the external carrier.
- Lifetime maximum aggregate face amount from all approved External Term Conversion cases per insured cannot exceed \$1,000,000.
- Amounts over \$1,000,000 must be underwritten.
- The insured's issue or conversion age on the new permanent policy must be 18 to 65 inclusively.
- The term policy must have been issued and in force at least six months prior to and within 60 months (five years) of the signed and dated Enterprise Life Insurance Application.
- Subsidiaries and parent companies of the approved companies ARE NOT eligible, unless they are already on the list of approved carriers. The term policy must be in force and premium paying (no policies on disability waiver are allowed).
- Term conversion vouchers or credits are not available for this program.
- The term policy must be within its contractual convertible period.
- Only fully underwritten term policies issued under normal new business underwriting rules are eligible. Modified whole life policies with term policy "features" are not available for conversion in this program. Return of Premium cases will be allowed.
- Policies with flat extra premiums or exclusion riders are not eligible for the program.
- Initial class must be Standard or better, for both Smoker and Nonsmoker classes.
- Primary insured term riders and spouse term riders are eligible for conversion with the base term policy conversion, provided the rules for the base policy conversion also applies to the rider conversion.
- "Outside" (traditional) term riders on permanent policies issued by approved carriers ARE NOT eligible for this program.
- If waiver of premium is requested on the new permanent policy, underwriting is required. Please note: the disability waiver rider must be on the original term policy in order to be available on the new permanent product.
- Mail the original term policy to the Tampa New Business Center — Attention Policy Change, 18210 Crane Nest Drive, Tampa, FL 33364. No lost policy declaration forms will be accepted. Full duplicate policies are acceptable.
- All applications submitted for this program are to be completed on a Cash on Delivery (COD) basis to avoid double coverage under the existing term policy and the Temporary Insurance Agreement.
- No collaterally assigned policies are eligible for this program.
- Acceleration of Death Benefit Rider (ADBR) and Long Term Care Guaranteed Purchase Option (LTC-GPO) are not available with conversion.
- Business owned cases will be allowed as long as the owner and insured remain the same.
- Some companies engage in a practice called Table Shaving, program advantage or similar, where several substandard table ratings are "shaved" to the Standard class or higher. For companies that are eligible carriers, our understanding is that their table shaving policy may have included term policies so only term policies issued in the Preferred class are eligible for the conversion program.
- Conversion is to a single-life individual policy only; survivorship policies and the Enterprise Executive Advantage VUL product are not eligible.
- Some companies may offer policy labels of standard with a table or class rating. Generally, these policies are not eligible for the program.
- A policy with a classification of just Smoker or Nonsmoker is generally a Standard classification.
- This is a solicited program. Therefore all stages of the new business process must be completed in the United States.
- As with all life insurance sales, the transaction must be suitable for the customer and be fully supported by a financial needs analysis.

<sup>2</sup> MetLife collectively refers to Metropolitan Life Insurance Company MetLife Insurance Company USA.

<sup>3</sup> Please ensure the product and/or rider you recommend is offered in your client's state.

## Submission Requirements

### You and your client need to complete the following forms in order to take advantage of this program:

#### 1. Using the Enterprise Life Insurance Application:

- If Disability Waiver is not requested:
  - Sections one through six (only).
  - Debit Authorization, if applicable.
  - Data-enter special project code "EC".
  - The Certification/Agreement/Disclosure pages, with all signatures included.
  - Producer Identification and Certification.
  - Written confirmation of term policy cancellation.<sup>4</sup>
- If disability waiver is requested in accordance with program guidelines, or underwriting is required due to face amount on new policy being greater than term and/or eligible rider being applied for and/or aggregate face amount for all non-affiliated company term policies exceeds \$1,000,000, in addition to the above completed information, the application and any required forms (e.g., EAUTH, HIV Consent Form) must be fully completed, signed and dated. The Medical Supplement (EMED-48-07) form is required but considered optional if an examination is required.

#### 2. Policies will be issued on a Cash on Delivery (COD) basis to avoid the possibility of double coverage unless home office has received confirmation of term policy cancellation.

- If home office has received confirmation of the term policy cancellation, the new policy may be backdated to avoid lapse in coverage.

- If home office only has documentation indicating intent to cancel term coverage, the new policy must be issued Cash on Delivery (COD).
- 3. Leave the Client Package booklet with the applicant — DO NOT complete the Temporary Insurance Agreement and Receipt section.
- 4. Provide a signed sales illustration.
- 5. Complete all replacement forms required by the state of residence of the policy owner.
- 6. Mail the original term policy (lost policy declarations forms or policy summaries will not be accepted).
- 7. Other Requirements:
  - If premium mode is monthly draft: Complete the monthly draft authorization form. Do NOT collect premium from the applicant.
  - If new policy is the Equity Advantage VUL — complete the Variable Supplement.
  - **Indicate "External Term Conversion" on the top of the first page and data-enter special project code "EC".**

### For more information on the External Term Conversion Program, contact MetLife today.

<sup>4</sup> Enterprise External Term Conversion Form EXTC1 is no longer used with this program. In its place, we require written communication from the customer indicating intent to cancel or actual cancellation of the term policy. The new permanent policy cannot be issued without this documentation. For partial conversions, we must have confirmation from the non-affiliated carrier that the original term policy was cancelled.

Like most insurance policies, MetLife's policies contain charges, limitations, exclusions, termination provisions and terms for keeping them in force.

MetLife Promise Whole Life 120 is issued by MetLife Insurance Company USA on Policy Form 5E-12-12 and in New York only by Metropolitan Life Insurance Company on Policy Form 1-15-13-NY. MetLife Promise Whole Life is issued by MetLife Insurance Company USA on Policy Form 5E-12-10 and in New York only by Metropolitan Life Insurance Company on Policy Form 1-15-13-NY. MetLife Provider Universal Life is issued by MetLife Insurance Company USA on Policy Form 5E-36-12 and in New York only by Metropolitan Life Insurance Company on Policy Form 1E-36-12-NY. MetLife Secure Flex Universal Life is issued by MetLife Insurance Company USA on Policy Form 5E-38-14 and in New York only by Metropolitan Life Insurance Company on Policy Form 1E-38-14-NY. Guarantee Advantage Universal Life is issued by MetLife Insurance Company USA on Policy Form 5E-34-07 and in New York only by Metropolitan Life Insurance Company on Policy Form 1E-34-07-NY. Equity Advantage Variable Universal Life is issued by MetLife Insurance Company USA on Policy Form 5E-46-06 and in New York only by Metropolitan Life Insurance Company on Policy Form 1E-46-06-NY-1. Variable products are distributed by MetLife Investors Distribution Company (member FINRA). All are MetLife companies.

#### Insurance Products:

- Not A Deposit • Not FDIC-Insured • Not Insured By Any Federal Government Agency
- Not Guaranteed By Any Bank Or Credit Union • May Go Down In Value

# MetLife

Life insurance products are issued by:  
**MetLife Insurance Company USA**  
11225 North Community House Road  
Charlotte, NC 28277  
metlife.com

And in NY only by:  
**Metropolitan Life Insurance Company**  
200 Park Avenue  
New York, NY 10166