



November 19, 2024

RE: TheKey Management, LLC
OK 980554

Dear Policyholder:

Your certificate of insurance will be provided to you in an Adobe Acrobat format (PDF file). You are permitted to make certificates of insurance available to employees through an Intranet web site (or otherwise distribute electronically) accessible only to your employees for informational purposes only. You may also print and distribute certificates of insurance to insured employees. However, the use of the documents is subject to the following conditions:

1. They may not be distributed electronically, or printed and distributed, to persons **ineligible** for coverage.
2. They may not, without our consent, be accessible through the Internet.
3. Any page containing a link to it, or any e-mail message to which it is attached, must state that:

“The certificate describes coverage provided to persons who are eligible and who have been properly enrolled under the terms of the policy, and that the terms of the master policy are controlling.”

In addition, please do not modify, change, amend, or in any other way alter the language or format of the certificate of insurance.

Sincerely,

A handwritten signature in black ink that reads "Robert D. Potts". The signature is written in a cursive style with a long horizontal stroke at the end.

Robert Potts
Director, Installation Services & Contracts
New York Life Group Benefit Solutions

Life Insurance Company of North America