



Employee Benefit Trust
1205 Windham Parkway
Romeoville, IL 60446
800.807.9460 / 630.378.3005 fax

Please complete this form when employees have either a new salary or a new address. Please fill in only that information which has changed. ***This form is not to be used for name changes or beneficiary changes.***

Change of Address or Salary

Location Name

Location Number

Name of Employee

Social Security Number

Effective Date

New Street Address

New City

New State

New Zip

New Annual Salary

Name of Employee

Social Security Number

Effective Date

New Street Address

New City

New State

New Zip

New Annual Salary

Name of Employee

Social Security Number

Effective Date

New Street Address

New City

New State

New Zip

New Annual Salary

Name of Employee

Social Security Number

Effective Date

New Street Address

New City

New State

New Zip

New Annual Salary

Signature of Employer