

# INSTRUCTIONS FOR COMPLETING DECEASED MEMBER AFFIDAVIT



An Independent Licensee of the Blue Cross Blue Shield Association

Please complete this form to have Blue Cross® Blue Shield® of Arizona (AZ Blue) cancel the membership of an individual who is deceased. If a refund is due, it will be paid to the authorized representative in accordance with any applicable state laws.

## How to Use This Form

Complete all applicable sections of the form.

- For estates smaller than \$75,000, please include a copy of the death certificate (original is not required)
- For estates larger than \$75,000, please include a copy of the death certificate (original is not required) and one (1) of the following:
  - Letter of Appointment of Personal Representative from a court
  - Certificate of Trust that includes the following information:
    - Name of the individual who created the trust (the member)
    - Trustee and successor trustee name
    - The signature page

## What to Expect

To comply with State of Arizona rules, there is a 30-day waiting period from the date of death until this affidavit can be processed. Once processed, please allow 20 business days to receive any refund due.

## Questions?

For questions about this form please call the number on the back of your ID card.

Please mail the completed form to:

**AZ Blue** Attention: Enrollment  
P.O. Box 13466, Phoenix, AZ 85002-3466

**OR** Fax: **602-864-3116**

**OR** Email: **MemberHelp@azblue.com**

# DECEASED MEMBER AFFIDAVIT



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## Member Information:

Name:

Member ID:

Cancel membership only (no further action required)

Cancel membership AND process refund based on information below

## Personal Representative Information:

I \_\_\_\_\_ being first duly sworn on oath depose and say that,  
Print first and last name

- 1)  The value of all personal property in the decedent's estate, wherever located, less liens and encumbrances, does not exceed the value to qualify for small estate status in the jurisdiction where the estate is located.  
OR  
 The value of all personal property in the decedent's estate exceeds the value to qualify for small estate status. Documents are attached to show rights to personal estate.
- 2) No application or petition for the appointment of a personal representative is pending in any jurisdiction.
- 3) I am the successor of the decedent, entitled to decedent's personal property.
- 4) This affidavit is made to authorize Blue Cross® Blue Shield® of Arizona (AZ Blue) to pay all outstanding claims and premium refunds to me knowing that all statements in this affidavit are true and material and that AZ Blue will rely on the truth of the statements made herein.
- 5) That in consideration of payments made pursuant to this affidavit, I will indemnify and hold harmless AZ Blue against any claim or demand which may hereafter be made against it by reason of said payment(s) and will reimburse AZ Blue for any costs, expenses, or attorneys' fees incurred in defending against said claim or demand.

Representative Signature:

Address:

City, State, ZIP:

Email Address:

Phone Number:

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