



Small and Large Business

Cancellation of Enrollment/Member Policy

Instructions: This form is to be used by small and large business members to cancel your Health Membership Policy

Date of Cancellation Request: As of ____ / ____ / ____

Name of Company: _____

- ☐ **Small Business Group (2-49)**
☐ **Large Business Group (50 +)**

Member's Name: _____
(Please Print) (First) (Last) (MI)

Dependent 1: _____ Dependent 2: _____
Dependent 3: _____ Dependent 4: _____

Reason for Cancellation: _____

Member's Name: _____
(Please Print) (First) (Last) (MI)

Dependent 1: _____ Dependent 2: _____
Dependent 3: _____ Dependent 4: _____

Reason for Cancellation: _____

Member's Name: _____
(Please Print) (First) (Last) (MI)

Dependent 1: _____ Dependent 2: _____
Dependent 3: _____ Dependent 4: _____

Reason for Cancellation: _____

Company Signature: _____ **Date:** _____

For Five Points Health Benefit Plans, LLC. – Office Use Only

Processed by: _____	Date: _____
1. Cancellation of Optum RX ____	
2. Cancellation of Micro MD ____	
3. Cancellation of Heartland ____	

For the Insurance Broker's Office Use Only

Processed by: _____	Date: _____
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Additional Documentation Required

A copy of your photo ID is **not** required, but recommended.

How to complete the form

When completing the form, please print clearly to allow for correct processing. Note that your Member ID is your assigned membership ID.

Submission Instructions

Once filled out completely, you can mail, e-mail, fax or drop off in person at your convenience.

1. By Mail

Re: Cancellation
Five Points Health Benefit Plans, LLC.
6006 North Mesa Street-Suite 108 & 110
El Paso, TX 79912

2. By E-mail

5pteam@fivepointsmecplan.com

3. By Fax

Fax Number: 915-519-0261
Re: Cancellation

4. In-Person: Walk In

Five Points Health Benefit Plans, LLC.
6006 North Mesa Street-Suite 108 & 110
El Paso, TX 79912

How your form is processed:

Your form will be processed in the order that it is received but the Client Services Team.

To check on the processing status of your form, please contact Client Service by phone at **800-521-7244** or via email 5pteam@fivepointsmecplan.com

If you have any questions, feel free to contact our Client Services Team at **800-521-7244**