

# **NOTICE TO EMPLOYEES**

Coverage Provided by:

Paid Family Leave Insurance Renaissance Life and Health Insurance Company of New York

J.M. Murray Center, Inc.

Covering Employees of:

## Paid Family Leave is insurance that provides job protected paid time off to:

- **Bond** with a newly born, adopted, or fostered child
- Care for a family member with a serious health condition
- Assist loved ones when a family member is deployed abroad on active military service

### How to File:

- Notify your employer at least 30 days in advance, if foreseeable, or as soon as possible
- **Submit** the Request for Paid Family Leave form to your employer
- Complete and attach the additional documentation as instructed on the request form and submit to the insurance carrier listed below

## **Employers should NEVER discriminate or retaliate against** anyone who requests or takes Paid Family Leave

FOR MORE INFORMATION AND HELP: Visit ny.gov/PaidFamilyLeave or call (844) 337-6303

You can get forms to take Paid Family Leave from

- Your employer,
- The insurance carrier below, or
- ny.gov/PaidFamilyLeave

INSERT NAME, ADDRESS, AND TELEPHONE NUMBER OF	INSURER OR MAIN OFFICE OF AUTH	HORIZED NEW YORK SELF-INSURER
Renaissance Life and Health Insurance Company of New York 2 Court St., Suite 102 Binghamton, NY 13901		
Policy #: D000021084	Effective From:	<sub>To:</sub> <u>12/31/2025</u>
■ Statutory □ Under a Plan or Agreement		
Class(es) of Employees Covered:		
All eligible employees under the New York Disability Benefits Law		

#### NOTICE OF COMPLIANCE