



## Post-Retirement Benefits Fund Claim Form

INFORMATION ABOUT YOU	
First Name	Last Name
Street Address	Apartment or Suite #
City, Province	Postal Code
Phone Number	Email Address

INFORMATION ABOUT YOUR CLAIM	
<p>Complete this form in its entirety. Under "Summary of expenses" group together like expenses such as: 1) Dental 2) Prescriptions, 3) Medical Equipment, 4) Plan Premiums... Submit form with your receipts and any documents by mail to the address listed below or electronically to the email address listed below.</p>	
Summary of expenses	Amount
<b>Total Amount Claimed</b>	

Expenses received after the deadline of **January 23, 2026 at 4:30pm** will not be considered and cannot be carried forward

I certify that all expenses being claimed have been incurred by myself in the year **2025** and in accordance with the UNBC-FA's policy on the Post-Retirement Medical Benefits Fund. I certify that the information in this form is true and complete and does not contain a claim for any expense previously paid for by this or any other plan.

I understand that it is my responsibility to file my taxes accordingly. Should any tax consequences arise from reimbursement of these expenses, I am responsible for payment of such taxes.

Member's Signature	Date (yyyy-mm-dd)

**Email: [wendee.copeland@unbc.ca](mailto:wendee.copeland@unbc.ca) (keep a copy of your claim form and receipts for your records)**  
**Mailing Address: #3085 Admin Building, 3333 University Way, Prince George, BC V2N 4Z9**

**The Post-Retirement Benefits Fund** is only intended to off-set the medical and dental expenses of eligible retired members. Retired Member refers to Members of the Association who have retired from their employment with the University and are not receiving UNBC benefits. This benefit is not available for expenses incurred for dependents or other family members. Eligible retired members will be required to submit receipts annually by the deadline and will be reimbursed up to a maximum annual benefit. The maximum annual benefit available to each eligible retired member may fluctuate. Retired members are eligible for this benefit up to a maximum number of years equal to the number of years of service to UNBC.

Eligible post-retirement medical and dental benefits include:

- payments to a dentist, registered massage therapist, chiropractor or other registered medical professional;
- payments for artificial limbs, wheelchairs, crutches, hearing aids and other personal listening devices that aid in hearing, dentures, pacemakers and other prescribed medical supplies/equipment;
- payments for prescription eyeglasses or contact lenses;
- payments for prescription drugs; and
- premiums paid under other health related plans.

Medical and dental benefits eligible for reimbursement from other sources or plans shall not be eligible for reimbursement under this Fund.

**Deadline: January 23rd, 2026 at 4:30pm**

For further information please review the policy on the UNBC-FA website:  
<https://www.unbcfa.ca/resources>