



Cement Masons Local #111
Security Benefits Fund/Health & Welfare
111 Wales Avenue
Tonawanda, NY 14150
Phone 716-695-1494 Fax 716-695-6249
E-mail cementmasonslocal111@gmail.com

March 23, 2020

CLAIM PROCEDURES DURING COVID-19 EVENT

Dear Plan Member:

Your safety and wellness and that of your loved ones is of great importance to Cement Masons' Local 111. We will do our part in keeping everyone safe and healthy by limiting exposure in any way possible. Common sense approaches in regard to your own personal habits is recommended at this time.

IMMEDIATELY:

1. ALL claims for health benefits must be submitted via US mail, or mailbox located at entrance. Due to HIPAA rules, health information cannot be sent via e-mail or fax.
2. Unemployment insurance forms may be faxed (716/695-6249) or sent as a message to Charles LoCurto, Business Manager. Only one person at a time will be permitted entrance to access office computers.
3. All benefits checks will be mailed to you. No one is to pick up checks at the office. If you need reimbursement forms, we will complete your first request and then return a form with your check in your stamped, self-addressed envelope.
4. Any questions should be address by calling Chuck at 716/913-5664.
5. Office hours will be 8 am to 12 noon until further notice. The union meeting scheduled for April 08, 2020 has been cancelled.

Please include a stamped, self-addressed envelope with your claims' submission.

We are hoping to resume normal operations within a short period of time. Since we cannot predict the outcome of this occurrence or the consequences it may bring, we are using these measures as precautions to keep everyone safe.

We appreciate the cooperation of all members.

Best Regards,

Charles A. LoCurto
Business Manager, Fund Administrator

OFFICERS

Charles LoCurto
Administrator
(716) 913-5664

FUND TRUSTEES

Anthony LoCurto
(716) 783-4155

Salvatore Nasca

David Sabuda

CONTRACTOR TRUSTEES

James Logan

Angelo Massaro