memorandum

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| to: | VBA Publications Control Officer |
| from: | DANIEL G ELLIS, VA Life Insurance Center |
| subject: | Non-Sub Change for APPLICATION FOR CASH SURRENDER OR POLICY LOAN GOVERNMENT LIFE INSURANCE |
| date: | July 8, 2022 |
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Due to the direct deposit mandate, and how VA Insurance applies it to how it does business, we need to update the form to remove the option to request a paper check.

Please make the following changes to the 29-1546. Both sides should be updated as follows:

• Item 11. Change the title of the section to “Payment Information”

• Remove the three check boxes on the left side:

o By check

o Address shown in item 3

o Temporary address

• Remove check box on right side “by Direct Deposit” but keep the info from the box. Also add, “This will not change the deposit on VA Compensation or Pension payments.”

• Remove boxes D and E. See attached and pic below for what it should look like on both pages.

These modifications will not change any previous calculations. Therefore, this in a non-substantial change.

Thank you