



If you are retired with federal benefits, the Office of Personnel Management (OPM) retirement office is the only office with access to your federal life insurance information. There are several ways to access the information.

- 1) Log on to [Retirement Service Online](#) to view/print a Verification of Life Insurance document.
- 2) Send a request, via email to retire@opm.gov for your Verification of Life Insurance document.
- 3) Call 888-767-6738 between 7:40 am – 5:00 pm ET to request your Verification of Life Insurance document.

Note: Retirees who would like to change their beneficiaries should complete [SF2823](#) and mail to the address listed on the form.