



Wellness Seminar & Management Trainings Request Form

To our Valued Customer in Canada, Puerto Rico, or the U.S. Virgin Islands:

Below is information that will help you begin the process of scheduling EAP wellness seminars. This information will allow us to learn more about your company and understand the types of services that will best meet your needs. Please complete and return it to an Employer Service Coordinator to schedule an event.

There are three ways to request services:

01. **E-mail:** eshcomments@evernorth.com
02. **Phone:** 888-736-1377
03. **Fax:** 1-877-420-7066

Please note:

- Four (4) weeks advance notice is required.
- Cancellations or changes made with less than 5 full business days' notice will be billed to the Employer Service Hours (ESH) for your company.
- Recording, copying, reproduction, modification, or distribution of this material or the presentation in whole or in part is prohibited without express prior written consent from Evernorth Health Services.

Site information:

Company name:	Division (if applicable):
Site Contact Name:	Phone:
Email:	Type of Business:
Business Address (including city, state, zip code):	

