

IMPORTANT CONTACTS

Following is a list of contacts and resources, including specific responsibilities for each.

Contact / Service Provided	Address / Telephone Number
<p>Insurer: Approves or denies claims and interprets the Long-Term Care Plan</p>	<p>Metropolitan Life Insurance Company (MetLife) administers the Plan on behalf of Avaya Inc.</p> <p><i>Address for submitting claims:</i> MetLife Long-Term Care Group P.O. Box 937 Westport, CT 06881-0937</p> <p><i>Telephone Number:</i> 1-800-GET-MET8 (1-800-438-6388), Monday through Friday, 8:00 a.m. to 8:00 p.m., Eastern time TDD: 1-800-638-1004</p> <p><i>E-mail:</i> ltcinfo@metnotices.com</p> <p><i>Web site:</i> http://avayaltc.metlife.com</p>
<p>Plan Administrator: Contact for all legal actions, except for legal actions regarding a claim for benefits. Legal actions regarding a claim for benefits should be directed to the Insurer at the above address.</p>	<p>Avaya Inc. Long-Term Care Plan Administrator 211 Mount Airy Road Basking Ridge, NJ 07920</p> <p><i>E-mail:</i> hwplanadmin@avaya.com</p>