

5/30/2025

Subject: Introduction & Request for Updated Information

Dear Member:

I am honored to introduce myself as the new administrator for Van Valen Associates. I look forward to serving you and ensuring that your experience with Dickinson Group remains seamless and efficient.

As part of this transition, we want to ensure we have the most up-to-date contact and payment information for all members. Enclosed, you will find a form that we kindly ask you to complete and return by June 15, 2025. You can send it back by mail to the above address, or email to kmc@dickinsongrp.com, or fax to (516) 531-8367.

Below is my direct contact information should you need assistance or have any questions:

Name: Kevin Chavarria

Email: kmc@dickinsongrp.com

Phone: (516) 740-5337

For assistance regarding eligibility or payments please contact our member services line at (877) 347-7225.

Van Valen Associates will continue to assist with questions regarding the plans.

I look forward to working with you and supporting your needs.

Thank you in advance for your cooperation, and I appreciate your prompt attention to this request.

Best regards,

Kevin Chavarria
Dickinson Group, LLC