



NATIONAL ASSOCIATION OF LETTER CARRIERS  
HEALTH BENEFIT PLAN



20547 Waverly Court, Ashburn, Virginia 20149  
Brian L. Renfroe, President • Stephanie M. Stewart, Director

## Vacation Prescription Request

**Name:** \_\_\_\_\_

**Member ID number:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Vacation Destination:** \_\_\_\_\_

**Departure Date:** \_\_\_\_\_

**Returning:** \_\_\_\_\_

**Signature of patient:** \_\_\_\_\_

**Name of drug(s):** \_\_\_\_\_

\_\_\_\_\_

This form is for use when a short-term vacation leaves you without access to a CVS Pharmacy or other participating pharmacy to meet your needs away from home.

Vacation requests for medications are not intended for extended periods. **However, if this request is due to deployment, school or work related travel, please also submit the corresponding documentation to confirm the need for an extension.** If your vacation prescription request is approved, the Plan will allow one fill per medication. If your vacation prescription request is **not** approved, or if you must purchase medications while on vacation, refer to the Plan’s current brochure for instructions on obtaining reimbursement using the short-term prescription claim form.

Please leave a good callback number for the Plan to call when your request is completed.

Fax to the attention of the NALC HBP Customer Service Representative at **(703) 729-0076**.

**\*Controlled medications may require additional information.\***