



**Symetra Life Insurance Company**  
**Retirement Division, Administrative Office Mailing Address Change**

September 14, 2011

We want to let you know of address change affecting you, and your clients who own Symetra variable annuities.

To provide enhanced, more efficient support to you and your clients, we are moving mailroom operations to a Nashville, TN facility. Please note, all customer and agent facing support will continue to be handled in Bellevue, WA.

Effective Wednesday, September 14, all written communications to **Symetra Life Insurance Company's Retirement Division** should be sent to the P.O. Boxes indicated below:

Mail Description	Box
<b>New Business</b> (applications and initial purchase payments)	P.O. Box 305154, Nashville, TN 37230-5154
<b>Client Services</b> (all other requests: general correspondence, additional purchase payments, and other transactional inquiries)	P.O. Box 305156, Nashville, TN 37230-5156

Overnight mail should be sent to the following address:

100 Centerview Drive, Suite 100  
Nashville, TN 37214-3439

Mail sent to our existing mailbox (PO Box 3882) automatically will be forwarded to the new location. Mail sent to our corporate mailbox or physical address, as well as misrouted or in-transit mail, will be handled in Bellevue to ensure timely processing.

The new addresses will be reflected on your clients' fourth quarter statements. Downloadable forms on our website, [www.symetra.com](http://www.symetra.com) are being updated. Please send any forms still showing our former mailbox to the appropriate Nashville address above.

We'll inform your clients of our new address next week. To view prospectus stickers covering this change, click on [Variable Product & Portfolio Changes](#) or go to [www.symetra.com](http://www.symetra.com) and select Financial Professionals > Working with Symetra > Appointed Agents & Advisors > Agent Communications > Variable Product & Portfolio Changes.

If you have any questions, please feel free to contact a Customer Service Representative at 1-800-SYMETRA or 1-800-796-3872. Press option 2 for Retirement Services. Our office hours are Monday through Friday from 6 a.m. to 4:30 p.m. PT.

Linda Mahaffey  
Senior Vice President, Retirement Division Operations  
Symetra Life Insurance Company