



**List Bill New Business Transmittal  
- Contingent Issue-**

List Billing Plan:  New Plan or  Addition to Plan

Date

Name of Company

Company Phone #

List Bill #

Billing Address

City

State

Zip

Payroll Contact

Phone Number (Extension)

Email Address

Agent Name

Agent #

Agent Phone Number

Agent Email Address

Initial Premium  Check Enclosed  Bill Account

Billing Frequency:  Monthly  Other

\*Mode of payment other than monthly requires prior Home Office Approval

New employees are eligible for benefits in:  30 days  60 days  90 days  days

Requested Effective Date

Date of 1<sup>st</sup> Payroll Deduction

Number of Eligible Employees

Send Policies to:  Agent  Employer  Employee

List Bill/Application Fee \$

Indicate the type of policy being applied for within this enrollment. List all applicants below or attach equivalent census:

Name of Applicant Last, First MI (Please Print)	Employment Date For New Employee Additions	Plan Type	Last 4 Digits of Employee's SS#	Monthly Deduction Amount	If employee did not elect to participate in the health insurance program please explain:
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					

We attest that during the past three (3) months, except for minor illness of one (1) week or less or pregnancy, that the employees listed above have not had any illness, injury or health related problem that has prohibited any proposed insured from working full time at his/her regular occupation or performing the normal activities of a person of the same age.

SIGNATURE OF ADMINISTRATOR

DATE