

# SUBMISSION DEADLINE DATES

## **FOR SMALL BUSINESSES WITH 1-3 ENROLLED SUBSCRIBERS**

Groups with fewer than four active enrolled subscribers (i.e. excluding Cobra):

All paperwork must be submitted by the first of the month, two months prior to the requested effective date.

## **FOR SMALL BUSINESSES WITH 4-50 ENROLLED SUBSCRIBERS**

Groups with four or more active enrolled subscribers (i.e. excluding Cobra):

For a first of the month effective date, all paperwork must be submitted on or before the 25th of the month prior to the requested effective date, even if the 25th falls on a weekend or a holiday.

Similarly, for a 15th of the month effective date, all paperwork must be submitted on or before the 10th of the same month, even if the 10th falls on a weekend or a holiday.

If you have any questions, please call your local AvMed Sales Representative.

We look forward to working with you to provide service excellence to all of your small group clients.

For agent use only. Not for public dissemination.