



New Business Submission Checklist

2-50 Employees

To underwrite a new business case, please provide all of the following information:

1. Copy of the quote and indicate the plan(s) the group is looking to purchase. Quotes can be obtained by sending an e-mail request to: arty@mibltd.com or by *faxing to (920) 731-1421*.
2. Quarterly Wage & Tax (*the most recent data available*)
3. Copy of Prior Carrier Billing Statement
4. Employer Group Application
5. Rating & Renewability Disclosure Form
6. Automatic Payment Form (ACH)
7. Employee Applications

If you have any questions or concerns, please call (920) 731-2100.