

## **PREMIUM STATEMENT**

Your monthly statement will be mailed to you prior to the first of each month. It will show each employee's name, date of birth, effective date of coverage, benefits selected and premium. Your first statement will reflect any unpaid premium from the policy's effective date up to the current billing date in the adjustment column. The adjustment column will also reflect transactions that change an employee's coverage or premium. Changes received after the 15th of the month will not be indicated; they will be included on the next statement.

A sample Premium Statement has been included at the end of this section.

## **SENDING IN PAYMENT**

**Premiums are due on the first of each month.** Retain the body of the statement for your records. Detach the stub and return it with your payment. If you submit your Premium directly to Symetra Life Insurance Company, forward the information in the envelope provided with the billing. **Please pay all statements exactly as billed.**

## **LATE REMITTANCE**

If your premium is mailed to us after the 20th of the month, your next statement may indicate that the last premium was not received. You will receive credit on the next statement for premiums received late by Symetra Life Insurance Company.

## **GRACE PERIOD**

The contract provides for a 31 day grace period, after which all coverage terminates. You will be required to pay for coverage provided during this period.

## **QUESTIONS**

If you have any questions regarding your Premium Statement, call our toll free number at 1-800-426-7784.

