

1st Otto-mation Billing Information

2/2022

6-Month Policy Pay Plans — These pay plan examples assume a policy effective date of Jan. 1

| Full Pay | Amount | Due Date | 2 Pay | Amount | Due Date |
|--------------------------------|--------|----------|---------------|--------|----------|
| Installment 1 | 100% | Jan. 1 | Installment 1 | 50% | Jan. 1 |
| 10% discount applies to policy | | | Installment 2 | 50% | March 1 |

| Monthly Pay | Amount (WI, MO, IL, IA, AR) | Amount (SD) | Automated | Direct Bill |
|---------------|-----------------------------|-------------|-----------|-------------|
| Installment 1 | 17% | 25% | Jan. 1 | Jan. 1 |
| Installment 2 | 17% | 15% | Feb. 1 | Jan. 31 |
| Installment 3 | 17% | 15% | March 1 | March 2 |
| Installment 4 | 17% | 15% | April 1 | April 1 |
| Installment 5 | 17% | 15% | May 1 | May 1 |
| Installment 6 | 15% | 15% | June 1 | May 31 |

NOTES: Due date must be the same as policy date. Direct-bill policies are due 30 days after the previous due date. South Dakota amounts are different due to state-required legal notice cancel days.

12-Month Policy Pay Plans — These pay plan examples assume a policy effective date of Jan. 1

| Full Pay | Amount | Due Date | 2 Pay | Amount | Due Date |
|--------------------------------|--------|----------|---------------|--------|----------|
| Installment 1 | 100% | Jan. 1 | Installment 1 | 50% | Jan. 1 |
| 10% discount applies to policy | | | Installment 2 | 50% | June 1 |

| Monthly Pay | Amount (WI, MO, IL, IA, AR) | Amount (SD) | Automated | Direct Bill |
|----------------|-----------------------------|-------------|-----------|-------------|
| Installment 1 | 8.37% | 12.00% | Jan. 1 | Jan. 1 |
| Installment 2 | 8.37% | 8.00% | Feb. 1 | Jan. 31 |
| Installment 3 | 8.37% | 8.00% | March 1 | March 2 |
| Installment 4 | 8.37% | 8.00% | April 1 | April 1 |
| Installment 5 | 8.37% | 8.00% | May 1 | May 1 |
| Installment 6 | 8.37% | 8.00% | June 1 | May 31 |
| Installment 7 | 8.37% | 8.00% | July 1 | June 30 |
| Installment 8 | 8.37% | 8.00% | Aug. 1 | July 30 |
| Installment 9 | 8.37% | 8.00% | Sept. 1 | Aug. 29 |
| Installment 10 | 8.37% | 8.00% | Oct. 1 | Sept. 28 |
| Installment 11 | 8.37% | 8.00% | Nov. 1 | Oct. 28 |
| Installment 12 | 7.93% | 8.00% | Dec. 1 | Nov. 27 |

NOTES: Due date must be the same as policy date. Direct-bill policies are due 30 days after the previous due date. South Dakota amounts are different due to state-required legal notice cancel days.

Invoice/Billing Fees Information

| | | |
|------------------------------------|---------|---|
| Automated Installment Fee | \$2 | ACH payments show in the system as paid on the date they are sent to the bank. However, funds are withdrawn on the due date. |
| Direct-Bill Installment Fee | \$6 | Installment invoices generate 15 days before the due date. |
| NSF Fee | \$30 | Frequent payments with non-sufficient funds will result in non-renewal of the policy. |
| Late Fee | \$15 | A late fee is applied when a non-payment notice generates. Payments should be received on or before the due date to avoid this charge. |
| Minimum Bill Amount | \$10.01 | If less than this amount is due and no installments remain, the amount due rolls to next term. |
| Minimum Refund Amount | \$5.01 | Refunds for less than this amount must be requested by the insured. Refunds are generated seven days after they are calculated to ensure the funds are available. |

If a direct-bill policy is not paid on time:

- ▶ There is a three-day grace period before a legal notice generates to allow for some delay in the mail.
- ▶ If the policy is not paid, a legal notice will generate.
- ▶ The due date will be the state-required legal days for non-payment, plus three days.
- ▶ If a payment is not applied to the policy by the cancellation due date, the policy must have underwriting approval to reinstate with or without lapse in coverage.

