



2020- New Business

Small Business Enrollment Timeframe

Effective Date	Last Day for Employer to confirm Plans	Employee Open Enrollment (10 days for employee to complete enrollment)		Binder Invoice Created	Binder Invoice Due	*Recurring payment will happen on
		Start	End			
1/1/2020	11/30/2019	12/1/2019	12/10/2019	12/11/2019	12/15/2019	12/18/2019
2/1/2020	12/31/2019	1/1/2020	1/10/2020	1/11/2020	1/15/2020	01/18/2020
3/1/2020	1/31/2020	2/1/2020	2/10/2020	2/11/2020	2/15/2020	02/18/2020
4/1/2020	2/28/2020	3/1/2020	3/10/2020	3/11/2020	3/15/2020	03/18/2020
5/1/2020	3/31/2020	4/1/2020	4/10/2020	4/11/2020	4/15/2020	04/18/2020
6/1/2020	4/30/2020	5/1/2020	5/10/2020	5/11/2020	5/15/2020	05/18/2020
7/1/2020	5/31/2020	6/1/2020	6/10/2020	6/11/2020	6/15/2020	06/18/2020
8/1/2020	6/30/2020	7/1/2020	7/10/2020	7/11/2020	7/15/2020	07/18/2020
9/1/2020	7/31/2020	8/1/2020	8/10/2020	8/11/2020	8/15/2020	08/18/2020
10/1/2020	8/31/2020	9/1/2020	9/10/2020	9/11/2020	9/15/2020	09/18/2020
11/1/2020	9/30/2020	10/1/2020	10/10/2020	10/11/2020	10/15/2020	10/18/2020
12/1/2020	10/31/2020	11/1/2020	11/10/2020	11/11/2020	11/15/2020	11/18/2020

*Accounts that have not set up recurring payment option will need to manually process payment in the employer portal by the 15th of the month.