



ACCOUNT BILL APPLICATION

Insured's Name Address City State Zip Phone

New Account Add Policy to Account Existing Account Number Day of Month the Account is to be Due on:(1st-28th)

Policy Number	Policy Effective Date	Policy Expiration Date	Term Term Premium (A)	Number Of Months (B)	Premium Amount Per Month A + B=(C)	Policy Down Payment Amount C X 2 (Two months of premium is required)
Enter type of app for new business. Enter policy number if the policy is to be switched to account bill at renewal.						

Monthly Installment Amount: Your monthly bills will be the total of the monthly premiums (D) plus the service charge.	Monthly Service Charge \$5.00	Total \$ (D)	Total of Down Payments \$
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Down Payment Required

A Down Payment equal to two months premium is required with all policies being added to an account, new or renewal. If the policy is processed late in the term any additional amount due will be invoiced. Any overpayment will be shown as a credit against the next installment.

The down payment sent with your account bill app is intended to pay your account to a current status plus one month in advance. The one month in advance is for your protection. The reserve allows us to continue your insurance if one of your installments is delayed and does not reach us by the due date.

Please Include A Check Payable To:
Columbia Insurance Group
 The Initial Payment Is Due When You Mail This Form To The Company

1. In consideration of the agreement of the Columbia Insurance Group to receive, transfer or apply the estimated premium to the company or companies whose policies are listed above or as may be added at the request of the insured, the undersigned promises to pay to the Columbia Insurance Group:

- a. The amount in the "Total of Down Payments" box. This amount is an estimate of the down payments due. If the correct down payment is not received it will be adjusted on the first invoice that the policy appears on.
- b. All future billing amounts and corresponding service charges.
- c. All future bill amounts for those policies issued as new, reinstated, or as renewal or replacement of the policies listed above, if the new, reinstated, renewal, or replacement policies are accepted by the insured. In the event the estimated premium should become greater than or less than the original estimated premium, the installment amounts shall be increased or decreased accordingly.

2. The insured agrees that if timely payment is not received, the policy or policies on this system will be cancelled for nonpayment of premium after due notice.

It is understood by me that my state may have a law or laws requiring the direct return of unearned premium on a cancelled policy within a certain time limit. I hereby waive my right to the direct return of premium, and agree that any return premium due for a policy on my account bill can be used to pay the premium due for other policies on my account bill.

Applicant/Insured Initials Required

Agency Name & Number:

Date of Application

Applicant's Signature

New Account Bill Application Instructions

New Account	-Check the "New Account" box.
Additions to Existing Accounts	-New Business - Enter type of application -Existing Policies - Enter policy number(s).
Policy Effective Date & Expiration Date	-New Business - Enter the effective and expiration dates which are on the Insurance application -Existing Policies - Enter the renewal effective and expiration dates.
Full Term Premium	-Enter premium for policy term.
Number of Months	-Enter the number of months in the full term of the policy.
Premium Amount Per Month	-Divide the full term premium by the number of months in the term of the policy.
Policy Down Payment	-Multiply the monthly premium by two. -Enter this amount in the down payment box. -Repeat for each application or policy listed.

To The Account Holder

Down Payment	The down payment sent with your account bill application is intended to pay your account for the current month plus one month in advance. The one month in advance is for your protection. This reserve allows us to continue your insurance if one of your installments is delayed and does not reach us by the due date.
First Billing	Your first invoice will be mailed to you 20 days prior to the due date. Your first billing will be for the down payment.
Change in Installment Amount	A change to any of your policies may change your installment amount. Adjustments will appear on the next regular installment billing.
Payment of Amount Due	To provide you with continued coverage, please pay the amount due shown on your notice even if the amount due does not yet reflect recent policy changes. The proper adjustments will appear on the future installment billings. Payment of the amount due will help to assure your account will operate smoothly.