

# Go paperless!

With your Medicare supplement plan

**Discover two quick ways to reduce your health insurance plan paperwork.** Both take about five minutes or less to set up, if you haven't signed up for these options already.

## #1 Pay your premiums electronically

Arrange to pay your insurance premiums automatically from your bank account each month – to save money and reduce your paperwork.

- You don't have to remember to pay. (You can still look up your premium notices online at [myeverence.com](http://myeverence.com).)
- You save check and postage costs.

Simply fill out the enclosed request form and send it to Everence® at the address provided. You're done!

## #2 Receive your medical claims statements online

Sign up to receive notification of medical claims statements via email. Whenever you have a statement (called an Explanation of Benefits or EOB), you receive an email announcing that the statement is ready to review online and where to find it.

- You reduce your health paperwork to file.
- You have access to an electronic filing cabinet of your past statements.

To sign up, visit [myeverence.com](http://myeverence.com). \* Click on "Paperless Options" in the left-hand column. Then check the box, "Opt out of paper EOBs for your medical plan." You can uncheck the box if you change your mind later.

### *Bonus benefit*

When you sign up, Everence will make a contribution to support international tree-planting efforts!

## Questions?

Contact Health Member Services  
(800) 348-7468 ext. 2460  
[member.services@everence.com](mailto:member.services@everence.com)

*\*You must register for My Everence, if you've not done this already.*



# Automatic premium payments

Electronic funds transfer request

Paying your health insurance premiums is easy with the Everence® electronic funds transfer (EFT). EFT allows you to pay your health premiums – automatically. Your payments appear on your statements from your financial institution.

Simply complete this request form and return it to your Everence representative or send it to Everence, Attn: Member Services, P.O. Box 483, Goshen, IN 46527, fax it to (574) 537-3627, or email it to member.services@everence.com.

### Policyholder information

Policyholder name \_\_\_\_\_ Birth date \_\_\_\_\_

Home phone number \_\_\_\_\_ Daytime phone number \_\_\_\_\_

### Account information

Type of account:  Checking  Savings

Financial institution \_\_\_\_\_

Name(s) on account \_\_\_\_\_

Routing number \_\_\_\_\_ Account number \_\_\_\_\_

### Payment deduction date

Please note that if your payment date falls on a holiday or weekend, the deduction from your account will occur on the next business day.

I would like Everence to assign the date my premium is deducted from my account.

Please deduct my payment on the \_\_\_\_\_ day of each month. (You may select a day anytime between the first and 28th day of the month.)

### Authorization

As a convenience to me, I authorize Everence Association Inc., a fraternal benefit society, to withdraw funds each month from my account for credit on my health insurance premium. I understand that I or Everence may discontinue this electronic funds transfer at any time by notifying the other party.

\_\_\_\_\_  
Your signature Date

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Detach along this line and keep for your reference.

### How automatic Medicare supplement plan premium payments work

1. Automatic withdrawals for premium payments are made each month. You simply subtract the premium amount from your account balance each month. Everence will inform you of the exact amount to deduct and when during the month the automatic payment will occur.
2. Your financial institution will report the automatic payment on your statement. This is the only notification you will receive from your financial institution.
3. If you change financial institutions or accounts, you'll need to complete another request form immediately. Early notification helps you receive the best service.
4. Everence will notify you whenever the amount of your monthly premium changes.
5. If there is any problem with your electronic funds transfer account or if you wish to change your payment arrangements, please notify your Everence representative or Everence – not your financial institution.

<b>Everence Association, Inc.</b> , a fraternal benefit society	
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