

# **DBL Payroll Integration & Debit ACH**

## ***What to Expect***

Dear Policyholder,

Now that your policy has been placed, the following are the important points to keep in mind:

- Your bank account will be debited several days after the first Monday of each month.
- Premiums are based on the following table:

# Lives	Monthly Male	Monthly Female
0	\$5.00 Flat Charge	
1-9	\$1.69	\$3.68
10-49	\$1.90	\$4.20

- Sole Proprietors, LLC Members, and Partners wanting to participate will be charged \$9.36 each (however, corporate owners are automatically included in the policies at the same employee rate).
- A flat \$5.00 will apply for any month with no participants.
- The payrolls in the month are determined by checkdate, not by pay period.
- You will receive an email from an “@sslicny.com” email address entitled “DBL Premium - ACH Debit - Your DBL Policy # D00000-000”, advising you that funds “will be automatically deducted from your bank account for your New York Disability Benefits Law policy”. Set your email spam preferences accordingly.
- Your bank statement will have a line item that looks something like this:

02/10/20	ACH Debit	STANDARD SECURIT DEBITS PPD ID: 902474807	\$
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- Failure to have the premium available may result in the cancellation of your coverage.
- Minimum annual premium is currently \$60. Therefore, for the 12<sup>th</sup> policy month, the total debit will include any additional funds necessary to make up that annual total, if applicable.
- Changes to your bank account or email address should be made using the Automatic Debit Agreement Form. The form can be found at [www.totalwc.com/DBL/ACH](http://www.totalwc.com/DBL/ACH)
- If you change Payroll Service Providers, please inform your broker so that your policy can be converted to direct bill.

Sincerely,

M.S.M. General Agency