

NorthWind, LLC

Premium Remittance

The following is required when remitting monthly premium:

Monthly premium is due on the ***first*** of the month, for the current month. (i.e... January premium is due January 1st.)

A monthly premium remittance form should be completed for each payment. This should include census count, rates, premium breakdown, commissions (if applicable) and total premium due.

Payments may be made by check or wire/electronic transfer. For wire/electronic transfer, banking information will be provided by NorthWind, LLC.

Any premium adjustments should be taken on the ***following*** month's premium.

Premium is considered late after the 15th of the month. After the last day of the month, any payments not received will be considered in arrears and the contract may be subject to termination as of the date the last premium was received.

Commissions

Commissions and sub producer fee checks are generated on the ***third*** Tuesday of each month and are mailed within two business days.