



PROFESSIONAL GROUP PLANS, INC.
Specializing in Employee Benefits

**Hartford
New York
New Business Submission
Checklist**

- Group Insurance Application**
- Current Census (in lieu of individual enrollment forms)**
- First Month's Premium Check Payable to :**
Hartford Life (Business Check Required)
- Current Benefit / Booklet (if applicable)**
- Personal Health Statement (if applicable)**
- Forms Must Be Submitted to PGP Office**
3 days prior to the effective date.

If you have any questions, please contact your PGP representative.