

# Small Business Early Renewal Option form

For customers with 2 to 50 enrolled employees

The Early Renewal Option is open to all existing Blue Shield small business customers, regardless of your current renewal date and even if you've already renewed your 2013 medical and/or specialty benefit (dental, vision, life insurance\*) coverage. The Early Renewal Option provides you with the choice to change your annual renewal date to December 1, 2013.

To elect this option, please complete and submit this form to Blue Shield no later than **October 7, 2013**. If you are making open enrollment changes we recommend that you submit the appropriate forms to Blue Shield by **December 1, 2013**.

Additional information is included on our Blue Shield Early Renewal Option flier available on Employer Connection at [blueshieldca.com/employer-earlyrenewal](http://blueshieldca.com/employer-earlyrenewal). We encourage you to contact your broker or Blue Shield representative to help you determine if this offer will fit the needs of your business.

## Request for Blue Shield's Early Renewal Option

I am requesting Blue Shield to terminate my company's current small group agreement/group policy and issue a new small group agreement/group policy effective December 1, 2013. I understand that acceptance of the Early Renewal Option will result in the following:

1. Blue Shield will issue a new small group agreement/policy with an effective date of December 1, 2013. The agreement/policy will renew each December 1 thereafter. Please note: This change may result in the contract renewal date being different from the group ERISA plan year. In addition, this change may impact the group's responsibilities under the Affordable Care Act's Employer Responsibility provisions. Blue Shield recommends, and the group is responsible for, seeking its own professional advice on this action before accepting this offer.
2. The Early Renewal Option extends to all lines of Blue Shield coverage, including medical, dental, vision, and life insurance.\*
3. The new small group agreement/policy will be issued at current fourth-quarter 2013 rates.
4. The group remains responsible for providing 60 days' notice of changes in coverage or rates to its employees.

\_\_\_\_\_  
Group name

\_\_\_\_\_  
Customer number

\_\_\_\_\_  
Current renewal date

\_\_\_\_\_  
Authorized group contact signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed name

\_\_\_\_\_  
Title

Return this completed form to Blue Shield via fax or email **no later than October 7, 2013.**

Fax: (209) 367-6603

Email: [EarlyRenewals@blueshieldca.com](mailto:EarlyRenewals@blueshieldca.com)

\* Underwritten by Blue Shield of California Life & Health Insurance Company (Blue Shield Life).