



# Employer Specifications for Group Insurance Access U.S.

**Aetna International**  
Coverage underwritten by Aetna Life Insurance  
Company & Aetna Life & Casualty (Bermuda) Ltd.  
Visit us at [www.aetnainternational.com](http://www.aetnainternational.com).

To apply for coverage, please complete this form and submit to your local Aetna International Representative.

<b>Internal Use Only:</b>		
_____ / _____ / _____		
Control	Suffix	Account

**INSTRUCTIONS:** Employers please complete items 1-9 below.

<b>1. Employer's Contact Information</b> Employer Name _____ Street _____ City _____ State/Country _____ ZIP/Postal Code _____ Contact Name _____ Contact Title _____ Telephone Number* _____ Fax Number* _____ Email Address _____				
<b>2. Type of Business</b> _____ <b>Number of Years in Business</b> _____ <b>SIC/NAICS Code</b> _____				
<b>3. Plan Design Options Selected</b> (Please select one choice from each category A-E below – Inclusion of a Medical Plan is required.)				
<b>A. Medical</b> <input type="checkbox"/> Access Elite <input type="checkbox"/> Access \$250 <input type="checkbox"/> Access \$500 <input type="checkbox"/> Access \$750 <input type="checkbox"/> Access \$1,000 <input type="checkbox"/> Access \$1,500 <input type="checkbox"/> Access \$2,500 <input type="checkbox"/> Access HDHP \$2,000 <input type="checkbox"/> Access HDHP \$3,000 <input type="checkbox"/> Custom Option	<b>B. Dental Plan</b> <input type="checkbox"/> \$1,000 Without orthodontia <input type="checkbox"/> \$1,000 With orthodontia <input type="checkbox"/> \$1,500 Without orthodontia <input type="checkbox"/> \$1,500 With orthodontia <input type="checkbox"/> None	<b>C. Life Plan</b> Flat Amount or Earnings Related <input type="checkbox"/> \$10,000 <input type="checkbox"/> 1 x salary <input type="checkbox"/> \$25,000 <input type="checkbox"/> \$50,000 <input type="checkbox"/> None <b>D. AD&amp;PL Plan</b> (Same as life benefits) <input type="checkbox"/> Include <input type="checkbox"/> None	<b>E. LTD Plan</b> <input type="checkbox"/> Coverage as follows: <input type="checkbox"/> % Benefit <input type="checkbox"/> Maximum Monthly Benefit <input type="checkbox"/> Elimination Period <input type="checkbox"/> None	
<b>4. Requested effective date of plan</b> _____				
<b>5. Insurance Producer Contact Information</b> Insurance Producer Name _____ Producer's Company Name _____ Producer Tax ID _____ Address _____ City _____ State _____ ZIP _____ Telephone Number _____ Fax Number _____ Email Address _____ *Signature _____ Date _____ Insurance Producer Admin Assistant Name _____ Insurance Producer Admin Assistant Email address _____				
*By signing this application, Insurance Producer acknowledges Producer Compensation to be paid to General Agent.				
<b>6. General Insurance Producer Contact Information</b> General Insurance Producer Name _____ Tax ID Number _____ Selling Insurance Producer Name _____ Address _____ City _____ State _____ ZIP _____ Telephone Number _____ Fax Number _____ Email Address _____ Signature _____ Date _____ Admin Assistant Name _____ Admin Assistant Email address _____ Aetna International pays General Agent.				
<b>7. Employer Signature</b> _____				<b>Date</b> _____

\* Include area, city, and country code(s), as applicable.

To be completed by Aetna International

<b>8. Submitting Aetna Representative</b> _____	<b>Date</b> _____
<b>9. Commissions (Aetna Financial Underwriter – please select one.)</b> <input type="checkbox"/> Standard <input type="checkbox"/> 0% <input type="checkbox"/> 10% <input type="checkbox"/> Enhanced, please enter the percentage in the space provided. _____%	<b>For Aetna Use Only</b>

**INSTRUCTIONS:** Employers please complete items 1-3 below.

<b>General Information</b>
<b>1. Carrier/Plan Information:</b> A. <input type="checkbox"/> No <input type="checkbox"/> Yes    Has group been previously insured by Aetna for coverage? If Yes, provide Control Number _____.
<b>2. Member Identification (ID) Cards:</b> A. <b>Name of Company to appear on ID Card:</b> _____ B1. <b>Distribution for ID Cards:</b> <input type="checkbox"/> In Bulk to Policyholder – see B2 below <input type="checkbox"/> Directly to Members* B2. <b>Should this method be used for the initial delivery only?</b> <input type="checkbox"/> No <input type="checkbox"/> Yes If Yes, please describe: _____
*If delivered directly to members, we utilize the address given to us on the member's eligibility record (form/spreadsheet).
<b>3. Eligibility/Participation:</b> A. _____    Total number of employees employed by your company B. _____    Total number of eligible employees C. _____    Total number of eligible employees applying for coverage D. _____    Total number of eligible dependents E. _____    Total number of eligible dependents applying for coverage