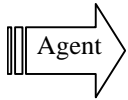


Selling New Business with Presbyterian is now easier than ever. Follow these simple steps for fast, convenient service.

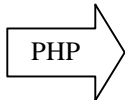
Quoting



For a fast, competitive quote, fax the following to the Presbyterian Sales Department (505-923-8225 or 923-8163):

1. Request for Quote Form (or your agency form if same data included)
2. Census Information (electronic census preferred – required for groups over 100)
3. Medical Information
 - Groups 2-50: Uniform/Universal Medical Appraisal Form (UMAF)*
 - Groups 51-99: Medical Risk Assessment Form*
 - Groups 100+: Claims Experience/High Cost Claims/Plan Design

*UMAF's or Medical Risk Assessment Forms are optional when requesting an initial quote, however these forms will be required for final rates, if not provided at the time of quote

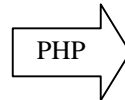


We will fax or deliver your quote to you within 48 hours (2 business days) for groups with 2- 50 employees and 5 business days for groups with 51+ employees.

Enrolling



Once you've sold your new group with Presbyterian simply fax your Employer Group Information sheet to the Presbyterian Sales Department (505-923-8225 or 923-8163).

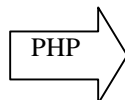


We will prepare enrollment materials: packets and checklist. When applicable we will schedule enrollment meeting at the employer group with the agent.



Agent submits the following to Presbyterians Sales Department:

- ① **Enrollment Application/Waiver “Employee Action Form” for all eligible employees**
 - Groups 2-50 Universal Medical Appraisal Form or Groups 50+ Pres Medical Assessment Form - must be attached to each enrolling employees application if not previously submitted with Group Request for Quote
- ② **SUTA Form**
 - Indicate status of all employees on SUTA (enrolled, part-time, not eligible, waiting period or terminated)
 - If no SUTA required, provide a list of all employees on group letterhead, signed by the employer, along with either a copy of current business license or if a sole proprietor a schedule C
- ③ **First Months Premium Check (Business Account Only)**
 - If not submitted at this time, will be required with Signed Group Contract submission
 - Bank Draft Authorization Form (Exhibit B) Required for Group size 2-9



We will fax or deliver final rates and Group Contract



The last step is for you to submit the signed Group Contract

Presbyterian serves to improve the health of individuals, families and communities.