



GuideOne America Insurance Company
 GuideOne Elite Insurance Company
 GuideOne Mutual Insurance Company
 GuideOne Specialty Mutual Insurance Company

1111 Ashworth Road, West Des Moines, Iowa 50265-3538

(PREMIUM PAID BY)

Policyholder Name
 123 Main Street
 Anytown USA 12345-0000

Need Help?

GuideOne.com/My-Account

Email

commercialcustomerservice@guideone.com

Call

1.877.488.4331

Customer Care is available Monday – Friday – 8:00am – 4:30pm CT

October Invoice

\$90.00

Account Number: 123456789

Due 11/01/2020

Invoice Number: 1000046252

Invoice Date: 10/10/2020

Making Your Payment

Pay Online

Visit My-Account to pay your invoice online, enroll in auto-pay or to see your payment activity.

Pay by Mail

Detach the coupon at the bottom of the page and return with check made payable to:

GuideOne Insurance
 Post Office Box 14599
 Des Moines, IA 50306-3599

Pay by Phone

Call 877.488.4331 to make a single credit card or EFT

Managing Your Policy

For coverage questions or policy changes please contact your agent:

12345

← **Agent Number**

Your GuideOne Insurance Agent
 9876 Green Street
 Anytown USA 12345-0000
 800-555-1234

To file a claim, visit GuideOne.com or contact us at 1.888.748.4326

(detach here)

Remittance Amount \$ _____

Account Number: 123456789
Invoice Number: 1000046252
Billing Date: 10/10/2020
Due Date: 11/01/2020
Amount Due: \$90.00

MAIL TO:

GuideOne Insurance
 PO Box 14599
 Des Moines, IA 50306-3599

INSURED:

Policyholder Name
 123 Main Street
 Anytown USA 12345-0000

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Current Charges Detail

Policy Number

PRODUCT	POLICY	POLICY PERIOD	PAYMENT PLAN	CATEGORY	CURRENT DUE	CURRENT BALANCE
Workers' Compensation	987654321	10/10/2020 - 10/10/2021	Monthly	Premium	90.00	450.00
					90.00	450.00

Available Payment Plans

If interested in payment plan options, please contact Customer Care Center at 877.488.4331.

Available payment plans are:

Full Pay/Annual

Payment is paid in full for the policy period.

Installment Options

- *Semi-Annual*
50% billed at renewal, remaining installment due in 6 months.
- *Quarterly*
4 equal installments due at 3 month intervals.
- *Monthly*
10 installments at 30-day intervals beginning with the policy effective date.

Key Terms

Product

Identifies the policy type.

Payment Plan

Identifies the frequency payments will be requested on the policy. You have the option to vary the payment plan across policies..

Category

Identifies the type of charge (Premium, Late Fee, Taxes, Audit Premium, etc.)

Current Balance

Remaining unpaid premium for the policy.

Audit Premium

Additional premium that is incurred after the end of a policy period for the actual exposure(s) present during that policy period.