

**2023-Renewal Business**

**Small Business Enrollment Timeframe**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Effective Date** | **First day for Employer to start the****renewal process** | **Last Day for Employer to confirm Plans** | **Employee Open Enrollment****(10 days for employee to complete enrollment)** | **Invoice Created** | **Binder Invoice Due** | **Recurring payment will happen on** |
|  |  |  | **Start** | **End** |  |  |  |
| **1/1/2023** | **11/15/2022** | **11/30/2022** | **12/1/2022** | **12/10/2022** | **12/05/2021** | **12/15/2022** | **12/18/2022** |
| **2/1/2023** | **12/15/2022** | **12/31/2022** | **1/1/2023** | **1/10/2023** | **\*1/05/2023** | **01/15/2023** | **01/18/2023** |
| **3/1/2023** | **1/15/2023** | **1/31/2023** | **2/1/2023** | **2/10/2023** | **\* 2/06/2023** | **02/15/2023** | **02/18/2023** |
| **4/1/2023** | **2/15/2023** | **2/28/2023** | **3/1/2023** | **3/10/2023** | **\*3/06/2023** | **03/15/2023** | **03/18/2023** |
| **5/1/2023** | **3/15/2023** | **3/31/2023** | **4/1/2023** | **4/10/2023** | **\*4/05/2023** | **04/15/2023** | **04/18/2023** |
| **6/1/2023** | **4/15/2023** | **4/30/2023** | **5/1/2023** | **5/10/2023** | **\*5/05/2023** | **05/15/2023** | **05/18/2023** |
| **7/1/2023** | **5/15/2023** | **5/31/2023** | **6/1/2023** | **6/10/2023** | **\*6/07/2023** | **06/15/2023** | **06/18/2023** |
| **8/1/2023** | **6/15/2023** | **6/30/2023** | **7/1/2023** | **7/10/2023** | **\*7/06/2023** | **07/15/2023** | **07/18/2023** |
| **9/1/2023** | **7/15/2023** | **7/31/2023** | **8/1/2023** | **8/10/2023** | **\*8/07/2023** | **08/15/2023** | **08/18/2023** |
| **10/1/2023** | **8/15/2023** | **8/31/2023** | **9/1/2023** | **9/10/2023** | **\*9/06/2023** | **09/15/2023** | **09/18/2023** |
| **11/1/2023** | **9/15/2023** | **9/30/2023** | **10/1/2023** | **10/10/2023** | **\*10/05/2023** | **10/15/2023** | **10/18/2023** |
| **12/1/2023** | **10/15/2023** | **10/31/2023** | **11/1/2023** | **11/10/2023** | **\*11/06/2023** | **11/15/2023** | **11/18/2023** |
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\*Any updated, terminated, or newly completed employee applications will be reflected on the employer’s invoice, after the 5 Day of each month.

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Page **1** of **1**