



Billing:

Each church will receive two separate invoices for their portion of the conference wide insurance program premium. These two bills will cover all cost the church will be responsible for each year.

Invoice #1 will be sent to each church directly from Brotherhood Mutual Insurance Company. This invoice will be **paid directly to Brotherhood Mutual** and will cover the majority of each church's insurance cost annually.

This invoice will arrive in December at each church and will initially be billed quarterly. An option to pay the policy annually, set up EFT payments, or move to a Monthly 12 pay EFT billing are available. If a church intends to pay monthly we will need the information on the following Direct Pay EFT form (included in this packet), and a voided check returned to the American Church Group of NY office ASAP.

Invoice #2 will be sent to each church directly from American Church Group of New York. This invoice will be **paid directly to American Church Group of New York**. This invoice will cover each churches annual Workers Compensation cost, Umbrella premium and any other additional package policy premiums or discounts will be included in this billing.

This invoice will be sent out on a quarterly basis to each church. Quarterly payment by check will be made out to, and mailed to American Church Group of New York.

There will be information on this invoice that will direct the church to a website that will offer secure EFT quarterly payment options and quarterly Credit Card payment options. Due to the smaller premium size of this invoice Quarterly an annual payment options are all that will be available.

Initial Questions about how your churches individual billing or annual policy cost was determined should be directed to:

Brandon Bower – American Church Group of NY – Sales Manager -800-326-7200
or cell 646-565-0193

Or

James Nguyen-Primary Account Executive – UNY-UMC Annual Conference – 315-414-8631