

9/27/2019

Kimberly Sample2
1234 Corporate Way
Houston, TX 77096

Dear Kimberly Sample2:

Billing Services has received your full premium payment for COBRA continuation coverage through Kimberly-Clark (K-C). Your premium is now paid through 8/31/2019.

Premium notices will be sent to you approximately 15 days before your premium due date. Your premium notice has a premium payment coupon on the bottom that should be returned with your payment to ensure your payment is posted to the proper account. Please note that premium payments are due on the first day of each month regardless of receipt of a premium notice. You will have a grace period each month to remit your premium for that month's coverage. The grace period begins the day after the due date for that month's coverage. Please refer to information below to determine the premium payment grace period for each benefit's plan under which you are enrolled. Failure to pay premiums by the due dates will terminate your participation in the K-C COBRA continuation coverage.

Plan Name	Coverage Level	Paid Through Date	First Day of COBRA	Last Day of COBRA	Months of COBRA	Pmt Grace Period
Anthem BCBS CDHP with HRA 1	QB Only	8/31/2019	8/2/2019	2/1/2021	18	30
Aetna DMO	QB Only	8/31/2019	8/2/2019	2/1/2021	18	30
2019 Healthcare FSA	QB Only	8/31/2019	8/2/2019	12/31/2019	5	30

COBRA premium (check or money order) should be made payable to and mailed to:

Billing Services
PO Box 2617
Omaha, NE 68103-2617

SCHEDULED ACH PREMIUM PAYMENT OPTION

Instead of mailing a check or money order, you have the option to make payments directly through ACH. ACH is a safe, fast and secure way to ensure your payment is made on time, every time, directly from your bank account. To sign up for ACH, access the Billing Services website and enroll on-line or download the ACH form from the ACH tab and send it to Billing Services for processing. If you choose to set up recurring payments using the on-line functionality, the total to pay through the current month will be taken in the first ACH debit from your account. If you are setting up recurring payments by submitting a paper form to Billing Services, the total to pay through the current month should be sent in the form of a check or money order.

You can also make one-time credit card or one-time ACH payments online. There is a \$20.00 service charge for each one-time payment.

An integral part of our broad service offering is our Member Self-Service Portal (Member Portal). We have designed the Member Portal to be secure website empowering you with tools and information to efficiently and accurately manage your account. We encourage you to take advantage of the tools contained in the Member Portal any time, from any location. To access the Member Portal, log onto www.cobraandbillingservices.com.

For questions regarding your COBRA continuation coverage, please contact Billing Services at (833) 874-1600 from 7:00 am to 7:00 pm Central time, Monday through Friday.



Sincerely,

Billing Services

9/27/2019

Kimberly Sample2
1234 Corporate Way
Houston, TX 77096

Dear Kimberly Sample2:

This is a premium payment notice to inform you of the amount and due date shown in the attached premium payment coupon.

Plan Name	Coverage level	Premium Amount
Anthem BCBS CDHP with HRA 1	QB Only	\$560.88
Aetna DMO	QB Only	\$45.41
2019 Healthcare FSA	QB Only	\$0.00
Total Premium Amount:		\$606.29

Please detach and return the premium payment coupon. Failure to remit payment by the due date may result in termination of your benefit's coverage through Kimberly-Clark (K-C). To ensure accurate posting of your payment it is required that you return the premium payment coupon with your payment.

SCHEDULED DIRECT DEBIT ACH PREMIUM PAYMENT OPTION

Instead of mailing a check or money order, you have the option to make payments directly through ACH. ACH is a safe, fast and secure way to ensure your payment is made on time, every time, directly from your bank account. To sign up for ACH, access the Billing Services website and enroll on-line or download the ACH form from the ACH tab and send it to Billing Services for processing. If you choose to set up recurring payments using the on-line functionality, the total to pay through the current month will be taken in the first ACH debit from your account. If you are setting up recurring payments by submitting a paper form to Billing Services, the total to pay through the current month should be sent in the form of a check or money order.

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Sincerely,

Billing Services



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PREMIUM PAYMENT COUPON

Member	Premium Amount	Remit To
Sample2, Kimberly CustID: 1225 - MemberID: 14346	Due Date: 9/1/2019 Amount Due: \$606.29	Billing Services PO Box 2617 Omaha, NE 68103-2617

I hereby certify that any qualified beneficiaries, including myself, remain eligible for participation in the COBRA continuation plan.

Signature

Date

