

# DBL & PFL


## Sample Quarterly Premium Invoice

(See reverse side for detailed explanation)

Attached you will find the new Standard Security Life Insurance Company of NY combined DBL & PFL premium invoice. Please make sure **all fields** are filled. The sections emphasized below should be reviewed. Feel free to contact our office or your broker, should you have any questions. The sample invoice shown below contains sample data from the reverse side of this sheet.

**DBL Quarterly Premium Calculation**  
 Minimum quarterly premium: \$16.00.  
 (Same information; new look)

**Message**  
 Contains information for you to review which pertains to your policy.  
 (New section – **IMPORTANT**)



485 Madison Avenue, New York, NY 10022  
646-509-2100

Your agent is **BROKER/AGENCY NAME**  
 They can be reached at (XXX) XXX-XXXX

### SAMPLE INVOICE

Quarterly Premium Invoice for Period Ending: 3/31/2018

POLICYHOLDER NAME  
 ADDRESS  
 CITY/ST/ZIP CODE

Policy #: XXXXXX-XXX

**DBL Quarterly Premium Calculation**

Employees	Jan	+	Feb	+	Mar	=	Total Lives	X	Rate	=	Premium Due
# Males	2	+	2	+	2	=	6	x	4.95	=	29.70
# Females	3	+	3	+	3	=	9	x	4.95	=	44.55
The minimum DBL premium amount is \$16.00.							Total DBL	A			74.25

MESSAGE:

**PFL Quarterly Premium Calculation**

	# of Lives	Quarterly Payroll (Subject to Premium Rate)	Rate	=	Premium Due
Male	2	26,727			
Female	3	97,944			
Total Payroll		124,671	x .00126	=	B 157.09

The PFL Quarterly Premium Due is calculated by multiplying the rate of .00126 by the quarterly payroll that is subject to the premium rate. The Quarterly Payroll is defined as an employee's wage, including bonuses and commissions, up to and not to exceed \$67,908 per employee, per year, as reported to the State of New York on Form NYS-45-ATT (Quarterly Combined Withholding Report).

**Total DBL & PFL Premium Due**

Write the DBL & PFL Premium Due in the applicable boxes below to calculate the Total Premium Due.

Total DBL	A	74.25
Total PFL	B	157.09
<b>Total Due (A+B)</b>		<b>231.34</b>

**PFL Quarterly Premium Calculation**  
 Quarterly PFL Premium: is the total quarterly payroll for all employees, grouped by males and females (over the course of the year, the covered payroll should not exceed \$67,908 per employee).  
 (New feature – read carefully)

**Total DBL & PFL Premium Due**  
 Combine DBL and PFL premium due amounts for the total due and remit along with the bill.  
 (New feature)

## Sample Data Entered on the Sample Invoice

(See reverse side for sample invoice)

### New PFL Coverage:

The **PFL Quarterly Premium Due** is calculated by multiplying the rate of .00126 by the quarterly payroll that is subject to the premium rate. The **Quarterly Payroll** is defined as an employee's wage, including bonuses and commissions, up to and not to exceed \$67,908 per employee, per year, as reported to the State of New York on Form NYS-45-ATT (Quarterly Combined Withholding Report).

<b>Quarterly PFL Premium Calculation – Sample Data</b>						
Employee	Males & Females	Payroll for Billing Period 1/1/2018 - 3/31/2018	Quarterly Payroll Subject to PFL Premium Rate	Quarterly Payroll (Subject to PFL Premium Rate)	Premium Rate	PFL Premium Due
John	Male	\$ 16,977	\$ 16,977	\$ 26,727	.00126	\$ 157.09
Jim	Male	\$ 9,750	\$ 9,750			
Jane	Female	\$ 16,977	\$ 16,977	\$ 97,944		
Jill	Female	\$ 110,000	\$ 67,908			
Joyce	Female	\$ 13,059	\$ 13,059			
<b>This information is posted on the sample invoice</b> (See reverse side)			<b>Males 2</b>	<b>\$ 26,727</b>		
			<b>Females 3</b>	<b>\$ 97,944</b>		
			<b>Total Quarterly Payroll</b>	<b>\$ 124,671</b>	<b>\$ 157.09</b>	

Below you will find a helpful way of tracking when your employees meet the maximum covered payroll in 2018.

<b>Tracking Maximum Covered Payroll Per Employee (\$ 67,908)</b>					
Employee	Males & Females	1/1/2018 - 3/31/2018	4/1/2018 - 6/30/2018	7/1/2018 - 9/30/2018	10/1/2018 - 12/31/2018
John	Male	\$16,977	\$15,414	\$14,333	\$16,785
Jim	Male	\$9,750	\$25,864	\$33,874	Max. met in Q3
Nathan	Male	new employee	\$82,118	Max. met in Q2	Max. met in Q2
Jane	Female	\$16,977	\$16,977	\$16,977	\$16,977
Jill	Female	\$110,000	Max. met in Q1	Max. met in Q1	Max. met in Q1
Joyce	Female	\$13,059	\$13,059	\$13,059	\$13,059
Nancy	Female	new employee	new employee	new employee	\$22,584

**Completion of the form:** As a DBL/PFL insurance carrier, we are required to report coverage status and all non-payments to the Workers Compensation Board. All fields are required to be filled in on the invoice. Payments will not post to the policy unless all required data is included on the invoice.

**DBL premium calculation:** No changes have been made to the DBL premium portion of the bill.