

2020 year-end processing dates and holiday hours

As we near the end of the year, we are prepared to work closely with you on your pending business and help you have a successful close to 2020. Please use these dates to plan ahead.

Have a Priority Case?

Notify your Case Relationship Manager or Internal Wholesaler as soon as possible of cases that are needed by year-end.

Links to Helpful Resources:

- [New Business Transmittal Form](#)
- [Case Submission Checklist](#)
- [Part A Application Checklist](#)
- [Pending Business Tips](#)

Key Year-End Dates	
Mon, Dec 7	<p>Forward-Dated, Conditionally Issued Term Policies</p> <p>Last day to conditionally issue and forward date Term policies, where the effective and draft date will be December 28. All delivery requirements must be received by December 28 for the policies to be placed inforce.</p> <p>Note: For California policies, the last date delivery requirements may be received is November 27 due to extended forward-dating timeframe mandated by state.</p>
Tue, Dec 15	<p>1099 Commission Value (Semi-Monthly)</p> <p>Cut-off date for agents on semi-monthly pay frequency.</p> <ul style="list-style-type: none"> • Note: Semi-monthly payroll released Thursday, Dec. 17.
Fri, Dec 18	<p>1099 Commission Value (Bi-Weekly)</p> <p>Cut-off date for agents on bi-weekly pay frequency.</p> <ul style="list-style-type: none"> • Note: Bi-weekly payroll released Tuesday, Dec. 22.
Thu, Dec 24	<p>Underwriting Approval – All Products</p> <p>Last date for underwriting approval of all products to obtain policy issue and inforce placement.</p> <p>Please note: This assumes no other delivery requirements, current effective date, draft date, or other form of premium on file.</p>
	<p>Delivery Requirements — All Cases</p> <p>Last receipt date for delivery requirements to ensure placement in 2020.</p>
	<p>1035 Exchanges</p> <p>Last date to receive 1035 funds and have policies issued and placed inforce, assuming all other requirements, including signed amendments and signed illustrations, have been received.</p>
	<p>1099 Commission Value (Weekly)</p> <p>Cut-off date for agents on weekly pay frequency.</p> <ul style="list-style-type: none"> • Note: Weekly payroll released Tuesday, Dec. 29.

[See next page for AIG and vendor holiday hours](#)

Page 1 of 2

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AIG and Vendor Holiday Hours for 2020	
Wed, Nov 25	AIG offices close at 1 p.m. Central Standard Time (CST)
Thu, Nov 26	AIG offices and vendor operations closed
Fri, Nov 27	<ul style="list-style-type: none"> • AIG offices closed • CRL Lab Services: Early closing ,12 noon CT • CRL Plus (Inspections): Open • ExamOne (APS, Inspections, Tele-Interview): Open • Parameds.com (APS): Open
Thu, Dec 24	<ul style="list-style-type: none"> • AIG offices close at 1 p.m. CST • CRL Lab Services: Open • CRL Plus (Inspections): Early closing, 3 p.m. CT • ExamOne (APS, Inspections, Tele-Interview): Open • Parameds.com (APS): Open
Fri, Dec 25	AIG offices and vendor operations closed
Thu, Dec 31	<ul style="list-style-type: none"> • AIG offices close at 1 p.m. CST • CRL Lab Services: Open • CRL Plus (Inspections): Open • ExamOne (APS, Inspections, Tele-Interview): Open • Parameds.com (APS): Open
Fri, Jan 1	AIG offices and vendor operations closed

For vendor contact information, see [Preferred Vendors for Underwriting Services](#).