



## 2022 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 2022. Please use these dates to help you plan.

### Have a priority year-end case?

Contact your Case Relationship Manager or Internal Wholesaler.

### More resources

- [Case Submission Checklist](#)
- [Pending Business Tips](#)

### Revision notes/history:

- Revised Sept. 28 to update CRL Lab Services status for Nov. 25.

Key Year-End Dates	
<b>Mon, Dec 5</b>	<p><b>Forward-Dated, Conditionally Issued Term Policies</b></p> <p>Last day to <b>conditionally issue and forward date Term policies</b>, where the effective and draft date will be <b>Tuesday, December 27</b>. All delivery requirements must be received by <b>December 27</b> for policy to be placed inforce.</p> <p><b>Note: For California policies</b>, the last date delivery requirements may be received is <b>Friday, November 25</b> due to extended forward-dating timeframe mandated by state.</p>
<b>Wed, Dec 14</b>	<p><b>1099 Commission Value (Semi-Monthly)</b></p> <p>Cut-off date for agents on <b>semi-monthly</b> pay frequency.</p> <ul style="list-style-type: none"> <li>• Note: Semi-monthly payroll released <b>Friday, Dec. 16</b>.</li> </ul>
<b>Fri, Dec 16</b>	<p><b>1099 Commission Value (Bi-Weekly)</b></p> <p>Cut-off date for agents on <b>bi-weekly</b> pay frequency.</p> <ul style="list-style-type: none"> <li>• Note: Bi-weekly payroll released <b>Tuesday, Dec. 20</b>.</li> </ul>
<p><b>Fri, Dec 23</b></p> <p>Please note: AIG offices close at 1 p.m. to observe Pre-Christmas holiday. Christmas holiday will be observed on Monday, Dec. 26.</p>	<p><b>Underwriting Approval – All Products</b></p> <p>Last date for <b>underwriting approval</b> of all products to obtain policy issue and inforce placement.</p> <p><b>Please note:</b> This assumes no other delivery requirements, current effective date, draft date, or other form of premium on file.</p>
	<p><b>Delivery Requirements — All Cases</b></p> <p>Last receipt date for <b>delivery requirements</b> to ensure placement in 2022.</p>
	<p><b>1035 Exchanges</b></p> <p>Last date to <b>receive 1035 funds and have policies issued and placed inforce</b>, assuming all other requirements, including signed amendments and signed illustrations, have been received.</p>
	<p><b>1099 Commission Value (Weekly)</b></p> <p>Cut-off date for agents on <b>weekly</b> pay frequency.</p> <ul style="list-style-type: none"> <li>• Note: Weekly payroll released <b>Tuesday, Dec. 27</b>.</li> </ul>

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

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## AIG and Vendor Holiday Hours for 2022

November 2022	
<b>Wed, Nov 23</b>	AIG offices close at 1 p.m. Central Time (CT)
<b>Thu, Nov 24</b>	AIG offices and vendor operations closed in observance of Thanksgiving Day
<b>Fri, Nov 25</b>	<ul style="list-style-type: none"> <li>• AIG offices open with reduced staff.</li> <li>• CRL Lab Services: Closed</li> <li>• CRL Plus (Inspections, Tele-interview): Open</li> <li>• ExamOne (APS, Inspections, Tele-Interview): Open</li> <li>• Parameds.com (APS): Open</li> </ul>
December 2022	
<b>Fri, Dec 23</b>	<ul style="list-style-type: none"> <li>• AIG offices close at 1 p.m. CT</li> </ul>
<b>Mon, Dec 26</b>	<ul style="list-style-type: none"> <li>• AIG offices closed</li> <li>• CRL Lab Services: Closed</li> <li>• CRL Plus (Inspections, Tele-interview): Closed</li> <li>• ExamOne (APS, Inspections, Tele-Interview): Closed</li> <li>• Parameds.com (APS): Closed</li> </ul>
<b>Fri, Dec 30</b>	<ul style="list-style-type: none"> <li>• AIG offices close at 1 p.m. CT</li> <li>• CRL Lab Services: Open</li> <li>• CRL Plus (Inspections, Tele-interview): Open</li> <li>• ExamOne (APS, Inspections, Tele-Interview): Open</li> <li>• Parameds.com (APS): Open</li> </ul>
<b>Mon, Jan 2</b>	<ul style="list-style-type: none"> <li>• AIG: Closed</li> <li>• CRL Lab Services: Closed</li> <li>• CRL Plus (Inspections, Tele-interview): Closed</li> <li>• ExamOne (APS, Inspections, Tele-Interview): Closed</li> <li>• Parameds.com (APS): Closed</li> </ul>

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