



A REGISTERED MARK OF DELTA DENTAL PLANS ASSOCIATION



PLEASE NOTE: This checklist is provided as a guide. The carrier may require additional items and documentation. Please refer to the carrier's underwriting guidelines for a complete list of requirements. Please use the latest version of forms.

Our goal is to process your new group enrollment easily and efficiently in order to provide you and your client with a quick approval. The following list outlines the health plan's case submission requests:

- Employers List Bill Agreement.
- Employers Bank Draft form with copy of voided check.
- Employee Applications – Minimum two employees enrolled. If employee wants vision see page 4 of the Delta DFE Brochure for the two plans.

After approval, prior carrier termination letter must be submitted by the employer or broker.