

Boston Sales Office  
1 Research Drive  
Westborough, MA 01581  
(800) 410-3385

Warwick Sales Office  
475 Kilvert Street  
Warwick, RI 02886-1392  
(800) 447-1245

United HealthCare of New England, Inc.  
United HealthCare Insurance Company  
Non-medical products provided by Metropolitan Insurance Company

**FOR PLAN USE ONLY - Small Group Identifier**

Please circle the appropriate answer to the following questions. The "group" is defined as the entity who will be paying the monthly bill.  
**Y = Yes, N = No, NA = Not Applicable**

- Y / N** This group has fewer than 50 **eligible** employees.
- Y / N / NA** This group is defined as a "small group" according to your state regulations.
- Y / N** The employees of this group will complete medical questions **at initial** enrollment.

Actual Group Effective Date: \_\_\_\_\_ ACH \_\_\_\_\_

**APPLICATION INSTRUCTIONS**

**To avoid processing delays, please make sure you:**

1. Answer all questions completely and accurately.
2. **DO NOT CANCEL YOUR EXISTING COVERAGE UNTIL YOU RECEIVE WRITTEN NOTIFICATION OF APPROVAL.**
3. Complete the Coverage and Benefit Options page(s) and attach to application.
4. Submit the most recent premium statement listing those currently insured and **last quarterly wage and tax statement.**
5. Include a deposit check for the first month's premium.

**GROUP INFORMATION**

1. Company Name						<input type="checkbox"/> Corporation		<input type="checkbox"/> Sole	
						<input type="checkbox"/> Partnership		<input type="checkbox"/> Proprietorship	
2. Federal Identification Number			3. Contact Name			4. Title			
5. Street Address						6. City			
7. County		8. State	9. Zip Code		10. Phone Number		11. Fax Number		
12. Billing Address			13. City		14. State		15. Zip Code		
16. Worker's Compensation Carrier				17. List any employee classes excluded from coverage					
				<input type="checkbox"/> Part Time		<input type="checkbox"/> Seasonal			
				<input type="checkbox"/> Temporary		<input type="checkbox"/> Other			
18. Application for (check all that apply and attach the completed benefit options checklist)									
<input type="checkbox"/> Medical	<input type="checkbox"/> Dental	<input type="checkbox"/> Life	<input type="checkbox"/> Dependent Life	<input type="checkbox"/> Major Medical (Out-of-Area)			<input type="checkbox"/> Short Term Disability		
19. # of Yrs Company in Business		20. Nature of Business				21. Standard Industry Code			
22. In the past 36 months, has the Company or any affiliated entity filed for protection or operated under federal/state bankruptcy laws? (Chapter 11 or 7)									
								YES	NO
								<input type="checkbox"/>	<input type="checkbox"/>
In the past 36 months, has any creditor filed or threatened to file a petition requesting the Company or any affiliated entity be placed voluntarily into bankruptcy?									
								<input type="checkbox"/>	<input type="checkbox"/>
23. Total Number of Employees (including those in waiting period)			Full Time (30 hrs/wk)		Part Time		24. Total # of eligible employees		25. Total # of employees applying
26. # of Employees Terminated in last 12 months				27. Requested Effective Date					
28. List/Employees/Dependents on Continuation of Coverage/COBRA									
29. Effective Date for New Hires: First of the month following the completion of _____ day waiting period.						30. Previous Carriers in past 5 years			
31. Minimum number of hours worked per week to be eligible (Minimum of _____ 30 hrs/wk)					32. Employer Contribution				
					MEDICAL _____ % Single		_____ % Family		
					DENTAL _____ % Single		_____ % Family		
					LIFE _____ % Single		_____ % Family		
					SHORT TERM DISABILITY		_____ % Single		

