NATIONAL ASSOCIATION OF HEALTH UNDERWRITERS POLICY & PROCEDURES

POLICY TITLE: Membership Retention/Renewals

CLASSIFICATION: Membership POLICY NUMBER: 95-10-MB

MOTION: Mary Lou Hudman
DATE SUBMITTED: February 10, 1995
DATE APPROVED: March 17, 1995
AMENDED: December 2012

SUNSET DATE: 2019

PURPOSE: To establish a procedure for the membership service center to follow for renewals.

POLICY: The membership department should make every effort to have renewals mailed on a timely basis and to follow up with those individuals delinquent in renewing.

PROCEDURE(S): The membership department will mail a renewal notice to each person 90 days prior to the renewal date and 30 days prior to the renewal date. The last reminder will consist of the HIU lapsed membership wrap within the last month of the grace period.

FINANCIAL IMPACT: Varies dependent upon the number of members renewing and lapsing.