



THE HARTFORD
BUSINESS SERVICE CENTER
3600 WISEMAN BLVD
SAN ANTONIO TX 78251

December 1, 2023

SWINGLE COLLINS & ASSOCIATES / 46462454
13760 NOEL ROAD SUITE 600
DALLAS TX 75240

Policy Information:

Policy Holder Details:	Noel Management Company, Inc 4689 MUSTANG PKWY CARROLLTON TX 75010
Policy Number:	46 WEC BB4E39

You can find information about your client's policy enclosed. You can also find this info online at <https://agency.thehartford.com>.

If you have any questions or concerns about what you see, contact us at any of the options listed on this page.

Thanks for choosing us for your business insurance needs.

Sincerely,
The Hartford



THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

AUTOMATED POLICY CHANGE ENDORSEMENT - TEXAS

INSURER: Twin City Fire Insurance Company

NCCI Company Number: 14974

Policy Effective Date: 11/06/23

Policy Number: 46 WEC BB4E39

Effective Date: 11/06/23

Named Insured and Address:

Effective hour is the same as stated on the Information Page of the policy.

NOEL MANAGEMENT COMPANY, INC
4689 MUSTANG PKWY
CARROLLTON TX 75010

Audit Period: ANNUAL

Policy Expiration Date: 11/06/24

Endorsement Number: 3

FEIN Number: 75-2127645

Producer Name: SWINGLE COLLINS & ASSOCIATES

Producer Code: 46462454

It is agreed that the policy is amended as follows:

This is NOT a bill. However, any changes in your premium will be reflected in your next billing statement. You will receive a separate bill from The Hartford. If you are enrolled in repetitive EFT draws from your bank account, changes in premium will change future draw amounts.

In consideration of no change in premium, it is agreed that:

Policy is amended to change your policy billing method from Payroll Billing to Direct Billed by The Hartford

Self Reported Payroll has been removed from your policy. You will be billed by The Hartford and will be responsible for paying The Hartford directly.

Policy is amended to add the following Endorsement Forms reflecting the changes made to your policy.

100722

Policy is amended to delete the following Endorsement Forms reflecting the changes made to your policy.

Policy is amended to revise the following Endorsement Forms reflecting the changes made to your policy.

WC990661

TX

The endorsement will not be used to change the language of the policy forms (or rules) the Commissioner has prescribed to be used for Workers Compensation in Texas.

Insurance Policy Billing Information

Thank you for selecting The Hartford for your business insurance needs.

Shortly, you will receive your first bill from us. You are receiving this Notice so you know what to expect as a valued customer of The Hartford. Should you have any questions after reviewing this information, please contact us at 866-467-8730, and we will be happy to assist you.

- o Your total policy premium will appear on your policy's Declarations Page. You will be billed based on the payment plan you selected.
- o You may pay the "minimum due" as it appears on your insurance bill or pay the policy balance in full.
- o An installment service fee is added to each installment. A late fee will also be applied if the "minimum due" is not **received** by the due date shown on your bill. Service and late payment fees do not apply in all states.
- o If you selected installment billing, any credit or additional premium due as the result of a change made to your policy, will be spread over the remaining billing installments. Additional premium due as a result of an **audit** will be billed in full on your next bill date following the completion of the audit.
- o If you elected Electronic Funds Transfer (EFT), policy changes may result in changes to the amount automatically withdrawn from your bank account. The invoice you receive following a policy change will include future withdrawal amounts. If you need to adjust or stop your next scheduled EFT withdrawal, please contact us **at least 3 days prior** to the scheduled withdrawal date at the telephone number shown below.
- o If you selected installment billing and pay the premiums for your first policy term on time, at renewal, your account may qualify for our "Equal Installment" feature. This means that the percentage due for each installment, including the initial renewal installment, will be the same throughout the policy term – helping you better manage cash flow. Equal installments will continue as long as you pay your premiums on time and no cancellation notices are issued for any policy on your account. If you no longer qualify for Equal Installments, future renewals will be billed based on the payment plan you selected, which includes a higher initial installment amount.
- o If your policy is eligible for renewal, your bill for the upcoming policy term will be sent to you approximately 30 days prior to your policy's renewal date. If your insurance needs change, please contact us at least 60 days prior to your renewal date so we can properly address any adjustments needed.
- o **One bill convenience** -- you have the option of combining all eligible Hartford policies on one single bill allowing you to make one payment for all policies on your account as payments are due.

You're In Control

In addition to selecting a bill plan option that best meets your budget, you have the flexibility to decide **how** your payments are made ...

- o **Repetitive EFT:** Sign up for Repetitive EFT payments and have payments automatically withdrawn from your bank account. This option saves you money by reducing the amount of the installment service fee.
- o **Pay Online:** Register at www.thehartford.com/servicecenter. Online Bill Pay is Quick, Easy and Secure!
- o **Pay by Check:** Send a check with your remittance stub in the envelope provided with your bill.
- o **Pay by Phone:** Call toll-free 1-866-467-8730.

Should you have any questions about your bill, please call Customer Service toll-free number:
1-866-467-8730 - 7AM – 7PM CST. We look forward to being of service to you.