

<Date>

**Final Reminder:
Beginning with your June invoice,
invoices will no longer be mailed to you.**

<Group Name>
<Address>
<Address>
<City, State, Zip>

Dear <Benefit Administrator Name>,

We still need your BlueBiz Authorization form so you can access BlueBiz and your online invoices. Since we will no longer be mailing invoices, it's important that you have access to view and pay your insurance premiums.

It's quick and easy to sign up!

Step 1: Complete the bold areas of the enclosed **Benefit Administrator Authorization form.**

Step 2: Email your completed form to us at ***BlueBiz@bcbsfl.com*** or fax to **1-904-475-7085.**

Once we receive your form, we'll send you an email so you will know what to do next. It's that easy!

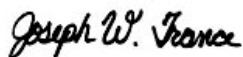
Don't delay!

You'll need online access to know when the invoices are due and then you can quickly make your payment online using our View and Pay feature. If your invoices are not paid on time, your employees' claims may be held and not processed until we receive your payment.

We're here to help you.

If you have any questions, please call your Enrollment and Billing Service Advocate at **1-866-946-2583**, Monday through Thursday 8:30 a.m. – 6:30 p.m. EST and Friday 9:00 a.m. – 6:30 p.m. EST.

Sincerely,



Joe Trance
Vice President, Health Business

P.S. Be sure you're ready. Send us your Benefit Administrator Authorization form today, so you can access and pay your invoices online!

Invoices for BlueDental Choice and Copayment plans are not accessible online and will continue to be mailed.