

Sold-Case Paperwork Cutoff Dates 2017 Effective Dates/Off-Exchange

Sold-case paperwork is due on the 15th of the month prior to the effective date of coverage. If the 15th falls on a weekend or holiday, paperwork is due the next business day. Please refer to the dates listed below.

Effective Date of Coverage	Cutoff Date
January 1, 2017	December 15, 2015
February 1, 2017	January 15, 2017
March 1, 2017	February 15, 2017
April 1, 2017	March 15, 2017
May 1, 2017	April 15, 2017
June 1, 2017	May 16, 2017
July 1, 2017	June 15, 2017
August 1, 2017	July 15, 2017
September 1, 2017	August 15, 2017
October 1, 2017	September 15, 2017
November 1, 2017	October 17, 2017
December 1, 2017	November 15, 2017
Sold-Case Paperwork	
<p>Includes:</p> <ul style="list-style-type: none"> • Employer Application • Employee Applications or Waiver Forms • State Unemployment Taxation Assessment (SUTA) Form or acceptable substitution documents as listed on the Employer Application • First month's premium 	
Submission/Contact Information	
<p>Via email: sales@mynmhc.org Via fax: 1-888-523-0043 Mail/Walk-in: New Mexico Health Connections Attn: Group Installation 2440 Louisiana Blvd. NE, Suite 601 Albuquerque, NM 87110</p> <p>For status, call the Broker Support Hotline: (505) 492-2075 Albuquerque 1-855-808-3568 outside Albuquerque (toll-free)</p>	