

National Indemnity Group Direct Bill Form

Direct Bill is available on admitted commercial automobile with National Indemnity Company of the South or National Liability and Fire Insurance Company.

How to bind using the Direct Bill Program*

1. Select one of the payment options below:

Direct Bill Options*	Billing Plan	12 Month Policy	Down Payment **	Billing Frequency
<input type="checkbox"/>	Full Pay	X	N/A	The full premium paid at the beginning of the term with no installment fee.
<input type="checkbox"/>	2-Pay	X	52%	Balance due five months from policy inception.
<input type="checkbox"/>	4-Pay	X	27%	Balance due in three equal payments: two months, five months and eight months from policy inception
<input type="checkbox"/>	6-Pay	X	20%	Balance due in five equal payments: one month, three months, five months, seven months and nine months from policy inception
<input type="checkbox"/>	11-Pay	X	20%	Balance due in ten equal payments due monthly beginning one month from policy inception

*Not Available on accounts with Transportation Regulatory Authority/Commission Filings and/or Certificates requiring cancellation notice.

*Not Available on accounts with premiums at policy inception equal to or greater than \$30,000.

*Not Available on Stand Alone Cargo, Drive Away, Garage or General Liability policies.

**Down Payment of the Original Annual Premium + State of Florida Fees.

2. Provide the email address for the Florida licensed 2-20 or 4-40 agent in your agency.

Producing Agent's Name	FL Agent License Number	Producing Agent's Email Address

3. When your insured is prepared to bind coverage, submit a completed application to your underwriter at Shelly, Middlebrooks & O'Leary, Inc. along with a copy of this form.
4. Upon reviewing the application, your underwriter at Shelly, Middlebrooks & O'Leary, Inc. will approve the quote for Direct Bill.
5. The Producing Agent's email address listed above will receive an email from software@nationalindemnity.com; including: the quote number and a link to access the Direct Bill program at <https://policyservices.nationalindemnity.com/forms/login.aspx>
6. Select "**New User**" and enter the Producing Agent's email address (user name) listed above. A password will be emailed to the Producing Agent's email address from helpdesk@nationalindemnity.com.
7. The Producing Agent will login to the Direct Bill program and complete the billing information
8. **The policy will be bound effective the date and time the payment is received through the Direct Bill program online.**
9. A policy number will be provided once the payment transaction is accepted.

Notes:

Payment Methods

- Electronic Funds Transfer (EFT) payments are deducted from your checking or savings account.
- Credit Card payments
- Recurring Electronic Funds Transfer (EFT) payments are deducted automatically from the checking or savings account you specify on the billing due date; ending at policy term.

Policy Cancellation

When policy cancellation occurs due to non-payment of premium, at least 10 days written notice of cancellation shall be provided to the insured.

Service Charges

Installment Fee

Each bill (excluding the down payment) will include a \$3.00 installment fee for all types of payment methods excluding recurring EFT. No installment fee will be charged when the account uses the recurring EFT payment method.

Not Sufficient Funds (NSF)

Checks returned from the bank or any credit organization as NSF (unpaid) will result in a \$15.00 service charge.