

QUICK REFERENCE DOCUMENT **DIRECT BILL**

For Middle Market Property, General Liability, Auto, Umbrella, Excess, Auto and Workers Compensation

Middle Market Property, General Liability, Umbrella, Excess

Direct Bill Invoices	One invoice for each policy mailed to the insured
Installment Fees	<ul style="list-style-type: none"> Charged once per Billing ID, starting with the 2nd installment \$10 per installment for every state except FL and WV \$5 per installment for West Virginia \$3 per installment for Florida Waived if set up on automatic EFT through the Allianz Billing Department
What Commissions Are Paid	<ul style="list-style-type: none"> Full policy commission is paid when the first installment is paid in full The commission statement will include all policies with payment received one day prior to the printing of the commission statements
Commission Statements / Payments	Generate automatically on the 1st of the month and are mailed to the agent <ul style="list-style-type: none"> One statement per broker code Via check or wire <ul style="list-style-type: none"> SWIFT code is required for wire payments Contact the Allianz Billing Department to set up wire payments
Notices of Cancellation	Automatically sent via certified mail to the insured with a cc to the broker and interested parties 7 days after due date
Reinstatement Notices	Automatically sent via mail to the insured with a cc to the broker and interested parties if payment is received by the Cancellation Effective Date
Online Payments	www.agcs.allianz.com/usbilling
Payment Mailing Address	Allianz Global Corporate & Specialty, PO Box 3914, Carol Stream, IL 60132
Overnight Payment Address	Allianz Global Corporate & Specialty, Attn: AGCS AB – LB 3914, 8430 W. Bryn Mawr, Chicago, IL 60631
Wiring Instructions	Citibank NA, 111 Wall St., New York, NY 10043 ABA# 021000089 Account Number – 31145237 SWIFT – CITIUS33

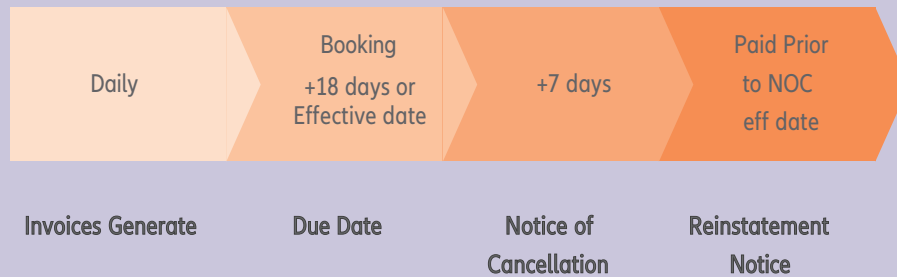
Auto and Workers Compensation

Direct Bill Invoices	One invoice for each policy mailed to the insured
Installment Fees	None
What Commissions Are Paid	<ul style="list-style-type: none"> Full policy commission is paid when the first installment is paid in full The commission statement will include all policies with payment received one day prior to the printing of the commission statements
Commission Statements / Payments	Generate automatically on the 21st of the month and are mailed to the agent <ul style="list-style-type: none"> One statement per broker code Via check
Notices of Cancellation	Manually sent via certified mail to the insured with a cc to the broker and interested parties 7 days after due date
Reinstatement Notices	Manually sent via mail to the insured with a cc to the broker and interested parties if payment is received by the Cancellation Effective Date
Online Payments	www.allianz-go.com
Payment Mailing Address	Allianz Global Corporate & Specialty, PO Box 3782, Carol Stream, IL 60132
Overnight Payment Address	First Data, Attn: AGCS AB – LB 3782, 8430 W. Bryn Mawr, Chicago, IL 60631
Wiring Instructions	Citibank NA, 111 Wall St. New York, NY 10043, ABA# 021000089 Account Number – 31138096 SWIFT – CITIUS33

INSTALLMENT PLANS (X= Inception Date)

- **Full Pay** – Full premium due on X (The inception date of the policy)
- **2 Pay** – Two equal installments due on X and X+150
- **4 Pay** – Four equal installments due on X, X+75, X+150 and X+240
- **10 Pay** – 1st Installment is 25% of premium, 2nd – 9th Installment are 8.33% of premium, and 10th installment is 8.36% of premium and are due on X, X+30, X+60, X+90, X+120, X+150, X+180, X+210, and X+240

GENERAL BILLING TIMELINE



FOR QUESTIONS OR CONCERNS, PLEASE CONTACT:

Middle Market Property, General Liability, Umbrella and Excess:
billing@agcs.allianz.com
1-800-882-6919

Auto & Workers Compensation:
customerservice@allianz-go.com
1-844-842-4255