



An improved billing system and easier-to-understand invoice.

Current small business customers will be moved to a new billing system starting in July of 2017. Here's everything you need to know.

A more streamlined invoice.

Customers will receive a letter informing them about the new billing system. Once they have been moved, they will receive an invoice guide along with their first invoice that shows them how to read and use it. Visit employereservices.com to view or download the invoice guide yourself. You can also see the invoice guide on the next page.

Access to employer portal will stay the same.

- Brokers and customers will still use employereservices.com to view new invoices, make online payments, and submit eligibility changes.
- If brokers and customers have already set up automatic payments, the day of payment and the amount of the payment will not change.

CONTINUED

New payment addresses.

Use the following new addresses for binder checks and premium payments:

For standard mail:

UHS Premium Billing
P.O. Box 94017
Palatine, IL 60094-4017

For overnight mailing:

UHS Premium Billing
Attn: Box 94017
5505 N. Cumberland Ave. Ste. 307
Chicago, IL 60656-1471



For billing-related questions, please call
1-888-842-4571. TTY 711, 8 a.m.
to 8 p.m. ET, Monday through Friday.

