

Principal Business or Headquarters Address Questionnaire

Small Business Group

Not sure if your group qualifies to use a secondary address as their principal business address for employee plans selections? Please answer the questions below and submit with your case submission.

Employer Group Name:	Desired Effective Date:
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Step 1 - Is there a business address registered with the state in which you are applying for coverage?

Yes – Go to Step 2

No – **Stop, no need for step 2. – Your principal business address is the address with the greatest number of W-2 employees that are eligible for coverage.**

Complete Address:

Step 2 - Are there any W-2 employees that are eligible for coverage at the registered business address?

Yes – This is the principal business address.

Complete Address:

No – **The principal business address is the one with the greatest number of W-2 employees that are eligible for coverage.**

Complete Address:

If your principal business address from the two steps above is not in the network service area, then answer this optional question.

Optional: In the event none of the employer's addresses are within the rating region for a plan or network being offered, the region where the greatest number of W-2 employees that are eligible for coverage reside may be utilized instead.

Employer Group Name:
