

Paying Dental and Vision Premium



We offer three options to pay your premium

Electronic Funds Transfer (EFT)

Complete the [EFT Form](#), attach a voided check and send both to the address listed on the form.

We'll notify you when setup is complete, usually 10-15 business days after we receive your form.

Your initial draft will include the total amount due, including unpaid premium from previous billing cycles. If you elected paperless bills, you'll initiate the draft each month by logging into [eServices](#) and selecting the Pay Bill link. We'll send you confirmation upon our receipt. You can view details on eServices the following morning.

If you receive paper bills, the EFT will draft the premium due from your account at the same time each month. We'll mail you a bill showing the amount drafted. You can also view payments by logging into [eServices](#).

Due Dates

Premium payments are due by the first day of the coverage period, typically a calendar month. If we haven't received payment by the last day of the grace period listed in your policy, coverage and claims processing may be pended or terminated.

Policy Number

Please include your policy number on all checks and correspondence.

Need Assistance?

We're here to help. Please email adminserv@employeebenefitservice.com or [Contact Us](#) if you need assistance with your billing or premium payments.

The Standard Life Insurance Company of New York | 333 Westchester Avenue, West Building, Suite 300, White Plains, NY 10604 | standard.com

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Automated Clearing House (ACH)

Complete the [ACH Authorization](#) and send to the address listed on the form.

You can remit payment to us electronically each month. Please make sure your policy number is included.

If the amount you send is different from what we billed, and/or you have more than one division, please send or email us an explanation of how you arrived at your payment so we can reconcile your account prior to your next payment due date.

Payment by Check

Return the first or last page of your bill and send it with a check to:

The Standard Life Insurance Company of New York
Group Administration
PO Box 650804
Dallas, TX 75265-0804

Please provide an explanation of how you arrived at your payment if you make any adjustments.