



## CLIENT CHECKLIST FOR ENROLLING NJ SMALL GROUP

- Company check payable to carrier
- Group of 2-5 eligible employees MUST provide Tax Documentation (i.e. – WR30)
- Employer Application
- State Certification Form
- Employee enrollment Form
- Proof of full-time student status
- Copy of prior carrier bill, listing enrolled member by name
- Copy of Quote with census
- Waiver Forms for those employees that are not requesting coverage