SEBB 2022 Lower Limit & Current Process Month Calendar

The “lower limit date” is 60 days before the current “process month.” For terminations, the lower limit date is the farthest back coverage may be retro-terminated as allowable under Policy 19-1, Addendum 19-1A.

Current “process month” identifies the specific period of time for which the insurance system is billing an agency.

<table>
<thead>
<tr>
<th>Process Month</th>
<th>Invoice Date</th>
<th>Process Month Date Range</th>
<th>Lower Limit Date for Enrollment</th>
<th>Lower Limit Date for Terminations</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 2022</td>
<td>12/15/2021</td>
<td>12/16/2021 – 1/14/2022</td>
<td>11/01/2021</td>
<td>11/30/2021</td>
</tr>
<tr>
<td>February 2022</td>
<td>1/14/2022</td>
<td>1/15/2022 – 2/15/2022</td>
<td>12/01/2021</td>
<td>12/31/2021</td>
</tr>
<tr>
<td>March 2022</td>
<td>2/15/2022</td>
<td>2/16/2022 – 3/15/2022</td>
<td>1/01/2022</td>
<td>1/31/2022</td>
</tr>
<tr>
<td>June 2022</td>
<td>5/13/2022</td>
<td>5/14/2022 – 6/15/2022</td>
<td>4/01/2022</td>
<td>4/30/2022</td>
</tr>
<tr>
<td>July 2022</td>
<td>6/15/2022</td>
<td>6/16/2022 – 7/15/2022</td>
<td>5/01/2022</td>
<td>5/31/2022</td>
</tr>
<tr>
<td>August 2022</td>
<td>7/15/2022</td>
<td>7/16/2022 – 8/15/2022</td>
<td>6/01/2022</td>
<td>6/30/2022</td>
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<tr>
<td>September 2022</td>
<td>8/15/2022</td>
<td>8/16/2022 – 9/15/2022</td>
<td>7/01/2022</td>
<td>7/31/2022</td>
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<tr>
<td>October 2022</td>
<td>9/15/2022</td>
<td>9/16/2022 – 10/14/2022</td>
<td>8/01/2022</td>
<td>8/31/2022</td>
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<tr>
<td>November 2022</td>
<td>10/14/2022</td>
<td>10/15/2022 – 11/15/2022</td>
<td>9/01/2022</td>
<td>9/30/2022</td>
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<tr>
<td>December 2022</td>
<td>11/15/2022</td>
<td>11/16/2022 – 12/15/2022</td>
<td>10/01/2022</td>
<td>10/31/2022</td>
</tr>
</tbody>
</table>

To ensure any entries you make in SEBB My Account get included on the next invoice, those entries should be completed at least one day prior to the invoice date. For example: If the invoice date falls on the 15th, keying should be completed no later than on the 14th.

Generally, invoices will be available in SEBB My Account on the 16th of each month.