

## HOW TO DO BUSINESS WITH AMERICAN GENERAL:

**Submission: Case Manager~ Chris Houston, Phone: 704-527-1211**

- ALL new business applications **MUST** be faxed to 704-527-7371 or emailed to Benchmark c/o Chris Houston at [chris.houston@benchmarkigroup.com](mailto:chris.houston@benchmarkigroup.com) .
- Please be sure to include a coversheet with your email address, this will be how you are notified that the application has been received and given a policy number.
- If you do not receive an acknowledgement memo with a policy number via email within 1 business day, please call Benchmark for confirmation.
- **PLEASE DO NOT SEND NEW APPLICATIONS DIRECTLY TO AIG, THIS WILL CAUSE DELAYS!**

### Checking Case Status:

- You are **REQUIRED** to register at <http://public.aigag.com> , from here you will be able to see any updates and status on each case. You can also email the UW team from here.
- Please be sure to have the policy number and client name available during all correspondence.

### Requirements and Monies:

- **ALL** requirements **MUST** be faxed to the Benchmark Office with a cover sheet, indicating the client name and policy number.
- Please wait for the processing center to email you the policy number assigned and write the policy number in the MEMO section of the check.

### Overnight checks should be sent to:

American General Life Company  
Life Profit Center / New Business  
2727-A Allen Pkwy, B-F4  
Houston, TX 77019

### Checks sent regular mail should be sent to:

American General Life Company  
Life Profit Center / New Business  
PO BOX 4077  
Houston, TX 77210-4077

- **DO NOT** send checks without a policy number. This will delay issue!

### Illustrations and Marketing Support:

- You can call a member of the Benchmark team at (800) 998-9997, or email us at [benchmarkigroup@carolina.rr.com](mailto:benchmarkigroup@carolina.rr.com).
- Please call 414-443-5860 for AIG software support.

# 2010 Commission Calendar

**January**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**February**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

**March**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**April**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

**May**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

**June**

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

**July**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**August**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**September**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

**October**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**November**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

**December**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

EFT Company Transmission (Funds available at most banks within 1-2 days)  
 Checks Mailed (Weekly and/or Bi-Weekly)  
 Holidays

Weekly Cutoff  
 Bi-Weekly Cutoff