



## ASBA New Group Checklist

- Proof of Business:  
Arizona Business License  
Articles of incorporation
- Most Recent Quarterly wage and tax report
- Completed and Signed Enrollment Forms
- Completed and Signed Employer Group Application
- Signed Participation Guidelines
- New Group Enrollment Cost Worksheet
- Check for Total Amount Due Payable to Benefit Mail
- Certificate of Credible Coverage for Each Individual Enrolling (if available)

**Please return all items listed above to:**

**asbb  
attn: New Enrollment  
4600 E. Washington Street, #340  
Phoenix, AZ 85034**

**Fax: 602.306.4001 | Phone: 602.386.5600**

**\*This form must be returned along with your application in order to be processed.\***