

# Important year-end business processing deadlines

Mark your calendars with our year-end business processing deadlines. Please note that deadlines for Symetra SwiftTerm® differ from our permanent and core term products.

## Permanent and core term year-end dates

- We recommend that all underwriting requirements are received at Symetra by **Friday, Dec. 2.**
- Final new business issue requirements for both daily and weekly commission schedules should be received at Symetra by **Friday, Dec. 16.**
- Business will be processed and placed through **Friday, Dec. 30.**

To ensure efficient processing of your business, please send materials to the appropriate location:

- **Materials requiring overnight delivery:**  
Symetra Life Insurance Company  
Attn: ILD NB  
777 108th Ave NE, Suite 1200  
Bellevue, WA 98004
- **Materials that are not time-sensitive:**  
Symetra Life Insurance Company  
Attn: ILD NB  
P.O. Box 35020  
Seattle, WA 98124-3420

## SwiftTerm year-end dates

- Symetra will process and place SwiftTerm business through year-end. Regardless of the underwriting path the customer has qualified for—instant coverage, accelerated underwriting or full underwriting—the customer must have successfully completed the onboarding and payment process to place their policy in-force by **6:30 p.m. ET on Friday, Dec. 30.** Most payments will apply immediately, but some forms of payment may take 1-3 days to apply to the policy.
- For fully underwritten cases, we recommend our receipt of all underwriting requirements by **Friday, Dec. 16.**
- Commission cut-offs for SwiftTerm are the same as all other Symetra products.

If you have any questions, please contact the Symetra Life Sales Desk at 1-877-737-3611 or [lifesales@symetra.com](mailto:lifesales@symetra.com).

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