

policyholder's report

December 30, 2016

AUDIT PERIOD: term dates go here

Address of insured located
here

Now you can complete your Policyholder's Report
online at memic.com

Online audit is here

Now you can quickly and easily submit the information needed to reconcile your premium online at www.memic.com. In seconds, you can log into our secure website, type in the needed information and upload documents. Online audit is part of our ongoing effort to enhance customer service and convenience to our policyholders.

What you will need to complete your audit online:

- Your policy number
- Your account specific pin number:
- Electronic versions (PDF, Word or Excel) of required forms.

You have 30 days from the date of this letter to complete an online audit. Also, you may begin entering information and stop at anytime. Your work will be saved for 30 days.

Of course, you may opt instead to fill out the enclosed Policyholder's Report and mail, e-mail or fax it back to us with the appropriate forms.

Direct link: <https://onlineaudit.memic.com>

For questions, please contact the Audit Department at 1-800-660-1306 or audit@memic.com.

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