

◆ **WARNING TO EMPLOYERS** ◆

Your audit billing dispute *or* unpaid payroll report may prevent your workers' compensation policy from being renewed.

If you are disputing a **final premium audit billing**, and you think you have sent in a premium to renew your policy, think again!

Unless you have **appealed** your final premium audit billing to the Oregon Insurance Division and have **requested** and **received** a stay of collection, any premiums paid to your insurer will automatically be applied to the oldest policy period for which a premium is due. (This would be the disputed audit billing.) These billings contain an automatic 30-day notice of cancellation in the event of nonpayment, and insufficient payment is considered the same as nonpayment.

The same applies to unpaid payroll reports. Insufficient payment is considered nonpayment. Any money received for renewal will be automatically applied to the oldest outstanding premium due, which could be the payroll report.

Either of these situations would leave insufficient premium or no premium to renew your policy. The insurer will not renew a policy until the full renewal premium is paid.

Failure to submit a payroll report at all will result in a notice of cancellation of your policy, even if there was no premium due on the report.

If you pay the premium after the due date and ask for reinstatement, do not believe you are reinstated until you receive your copy of the "**Notice of Reinstatement**." Neither the insurer cashing your check nor your receipt for payment guarantees reinstatement.

Insurers do not usually reinstate to past dates. Your reinstatement will be effective *beginning* with the date on which your payment is received. There will be a gap in your coverage between the effective date of the cancellation and the receipt of payment. **If an injury occurs during non-coverage, you will be subject to penalties and will be responsible for the entire cost of the claim!**

Don't be caught without coverage!