

## 2019 Year-End Processing Deadlines and Holiday Schedule

### November 2019

<b>Monday, November 25 12:00PM CST</b>	All issue instructions, modal premium and all outstanding requirements must be received in good order to be processed by end of month, Wednesday, November 27.
<b>Wednesday, November 27</b>	Commission cycle will process. EFTs from this cycle may be expected Tuesday, December 3. Monthly checks will be mailed by Tuesday, December 3.
<b>Thursday, November 28 AND Friday, November 29</b>	<b>Offices closed for the holiday.</b>

### December 2019

<b>Friday, December 6</b>	In good order applications must be received to be considered for any product being sunset due to 2017 CSO compliance. Key dates are listed below. For full FAQs and transition guidelines associated with 2017 CSO compliance <a href="#">click here</a> .
<b>Monday, December 9</b>	Requests that require multi-day processing, such as term conversions, internal exchanges, reinstatements, etc., must be received in good order to be processed prior to year-end. Please contact the new business team with end of year reinstatement related requests at 855-887-4487, option 1.
<b>Friday, December 20</b>	Normal commission cycle will process. EFT deposits from this cycle may be expected Tuesday, December 24.
<b>Wednesday, December 25</b>	<b>Offices closed for the holiday.</b>
<b>Friday, December 27 12:00PM CST</b>	All issue instructions, modal premium and all outstanding requirements must be received in good order to be processed prior to year-end.
<b>Friday, December 27</b>	Normal commission cycle will process. EFT deposits from this cycle may be expected Tuesday, December 31.
<b>Tuesday, December 31</b>	All payment thresholds will be set to \$0 to allow any money in commission accounts (First Year, renewal and service fees) to be released at year end.
	Last commission cycle for 2019. This commission payment will be reflected on the 2019 1099. EFT deposits from this cycle will be delayed due to the New Year holiday and may be expected on Friday, January 3. Monthly checks will be mailed on Friday, January 3.

### January 2020

<b>Wednesday, January 1</b>	<b>Offices closed for the holiday.</b>
<b>Thursday, January 2</b>	Global Atlantic Offices and contact centers open and normal business activities resume.
	Commission cycle minimums return to \$25 for check and EFT cycles.