



Sign Up for ACE/Electronic Billing/EFT

By becoming an active user of ACE (Automated Customer Environment), receiving your billing statement by e-mail and signing up for EFT (Electronic Funds Transfer), your monthly administration fee will be just \$3 per medical life to a maximum of \$20 per group. Otherwise, the monthly administration fee is \$5 per medical life to a maximum of \$30 per group.

The following information should be completed by the Benefits Administrator of a *new* group. (Existing groups should sign up through the Starmark website at www.starmarkinc.com/ACEInfo.)

ACE user information

Group name: _____

Requestor name: _____

Requestor phone: _____

Requestor e-mail: _____

Receive e-mail billing statement. Please provide additional billing contact information only if other than requestor named above.

Billing contact name: _____

Billing contact phone: _____

Billing contact e-mail: _____

The signature of an officer of the company is required if the requestor listed above is not the Benefits Administrator.

Signature _____ Date _____

