



2024 Life Insurance Year-end Guidelines

Individual Life, Executive Benefits and Lincoln MoneyGuard®

Lincoln Underwriting and New Business is committed to helping you meet your year-end goals and objectives. To ensure the maximum amount of your business is placed before the close of business on Dec. 31, 2024, we encourage you to submit all outstanding requirements for year-end cases as soon as possible. The following guidelines and key dates should be followed to meet these expectations.

	Lincoln VUL ^{ONE} and Lincoln SVUL ^{ONE} ONLY	Life, MoneyGuard, Executive Benefits
Lincoln VUL^{ONE} and Lincoln SVUL^{ONE} application submission deadline. All applications or tickets must be submitted to Lincoln by Aug. 9, 2024, and be placed by Dec. 31, 2024. For any pending VUL ^{ONE} or SVUL ^{ONE} case not placed by the deadline, the client must select a different product, or the case will be cancelled.	August 9 NO EXCEPTIONS	N/A
Incoming 1035 exchange - overnight mailing requests. For any incoming 1035 exchange, the surrendering carrier will be provided with Lincoln's FedEx account number and requested to overnight the check to Lincoln.	August 9	October 4
1035 exchange submission deadline. Submit 1035 exchange applications and/or tickets to allow time for underwriting and receipt of 1035 exchange funds. Lincoln will leverage electronic methods to submit 1035 paperwork to surrendering carriers, when available.	August 9	Suggested by November 1
1035 exchange initiation deadline. After the Underwriting offer has been made and all issue-restrictive requirements are in-good-order, the exchange will be initiated, and the surrendering carrier will be requested to overnight the check to Lincoln. Completion of the 1035 exchange is subject to losing carrier turn-around times.	September 27 NO EXCEPTIONS	Suggested by November 8
Company Holiday November 28-29		
Suggested final date to submit all applications and tickets requesting a <u>Tele-App or Phone PHI</u>. The completion of the interview is contingent on your client's scheduling availability. Online interview (eInterview) is flexible and can be completed at any time.	N/A	December 6
Suggested final date to submit all full applications and tickets requesting an online interview (eInterview).	N/A	December 13
All placement-restrictive requirements, including premium, must be received at Lincoln <u>in-good-order</u> to be <u>guaranteed</u> for placement by Dec. 31, 2024.	4:00pm ET December 31	December 20
2024 compensation income placement deadline.* All business placed in-force with premium by Dec. 20, 2024 will be considered as 2024 income. Any business placed after this date, through Dec. 31, 2024, will count as 2024 production but will be treated as 2025 earnings.	December 20	December 20
Company Holiday December 25		
2024 PLACEMENT DEADLINE: IMPORTANT for variable universal life (VUL) policies:		
<ul style="list-style-type: none"> All placement-restrictive requirements, including premium, must be received in-good-order no later than 4:00pm ET for placement on Dec. 31, 2024. If premium is received after 4:00pm ET, any pending case will place for 2025 production. For any pending non-1035 Lincoln VUL^{ONE} or SVUL^{ONE} case not placed by Dec. 31, 2024, the client must select a different product, or the case will be cancelled. 	4:00pm ET December 31 NO EXCEPTIONS	December 31

*Important information regarding Internal Replacements: For Lincoln internal replacements, all business must be placed in-force with premium by Dec. 20, 2024 to be considered as 2024 compensation income. Any business placed after this date, through Dec. 31, 2024, will count as 2024 production but will be treated as 2025 earnings.

PENDING CASE STATUS:

A year-end placement reminder, *Memo to Agent Requirement*, will be added to all pending *VUL^{ONE}* and *SVUL^{ONE}* cases starting August 2024 and to all other policies in Q4 2024.

Lincoln will leverage electronic health records (EHR) in lieu of an APS, when possible!

Lincoln's Suite of Digital Capabilities

- Eliminates paperwork
- Increases in-good-order submissions
- Streamlines underwriting decisions
- Offers same day delivery of issued policies

Reference Materials

IGO Best Practices

[Core Life](#)

[TermAccel®](#)

[MoneyGuard®](#)

Always, Go Digital First!



DIGITAL TOOLS

To help expedite your case from submission to placement

- **eSubmission (via eTicket or eApp)** Helps to ensure that applications/tickets are submitted in-good-order
- **Online client interview (eInterview)** Clients can complete their interview 24/7
- **Automated Underwriting** Creates an opportunity for the lab-free process, further speeding up the process
- **eNIGO** Resolves not-in-good-order form requirements online
- **Two -Way Communications** Allows requirements to be satisfied and underwriting offers to be accepted via the Pending Website
- **ePolicy delivery** Offers same day delivery of issued policies with electronic signing capability for the agent and client
- **Pending Case Status** available 24/7 from your Lincoln Producer website or via automated email notifications

Visit www.LFG.com/GoDigital for more information and reference materials

Best Practices

Top 3

- Always include special instructions on a cover sheet.
- Include an in-good-order EFT form for **all bank draft cases** and note on the coversheet if the first premium will be drafted. Available for all modes (monthly, quarterly, semi-annual, annual).
- Always make sure the ticket/application information is correct so it will match the client interview information.

FYI

- **1035 Exchange Follow-Up Calls:** Initial calls will be made 2 - 3 business days after the exchange has been initiated. Follow-up calls will be made every 1 - 2 weeks (based on carrier) on initiated cases that are in-good-order. More information about carriers' 1035 processes: [1035 Exchange Carrier Information](#)
- **Wire Transfers are not instantaneous.** Please allow a minimum of 4 hours after initiation of a wire to Lincoln before trying to confirm its receipt. More information: [Wire and ACH Instructions](#)
- **Suitability review for VUL** can take time. Send all VUL forms through the outside broker-dealer (OBD) for suitability review as soon as possible.
- **VUL policies** will be placed in-force within 2 business days from the date in which the final placement restrictive requirement was received in-good-order.

FORMS

- Complete application and all forms in their entirety, including the Agent's Report at submission, with correct agent code and agency/broker dealer, to ensure compensation is paid correctly.
- Download and submit the latest version of the application, forms and product illustration.
- Get signatures and dates on all forms. Trust/Corporate owned policies require the trustee/officer to sign with a title.
- The Replacement Notice [Form 33503] must be signed on/or before the application signature date. **For ticket submissions**, the Replacement Form [LF10087] must be signed on/or before the earliest solicitation signature date.

Automated Underwriting

- If a policy qualifies for automated underwriting (AU), (ages 18-60 up to \$2.5M), please do not order labs in advance. Lincoln's AU process will determine if labs are needed.

Please contact your dedicated Lincoln Underwriting & New Business team with any questions.

Life insurance issued by The Lincoln National Life Insurance Company, Fort Wayne, IN and distributed by Lincoln Financial Distributors, Inc., a broker-dealer. Contractual obligations are backed by the claims-paying ability of the issuing insurance company. The Lincoln National Life Insurance Company does not solicit business in the state of New York, nor is it authorized to do so. Lincoln Financial Group is the marketing name of Lincoln National Corporation and its affiliates. Only Registered Representatives can sell variable products.