

# HOW TO REVIEW YOUR BILL

Our redesigned invoice makes it easier to understand your Texas Mutual bill. See what to expect on your invoice.

## 1 Account information

This area shows your account number, your business name and your representative agency. We may ask for this information if you call our support center.

## 2 Payment info

It's easy to make a payment online by visiting [texasmutual.com/pay](http://texasmutual.com/pay). Late payments or returned checks could result in a fee.

## 3 Account summary

In this section, you'll see an overview of your recent account activity.

**Previous balance** is the total amount due from your previous invoice.

**Payments** are how much you've paid since your previous invoice.

**Remaining amount** will show if you owe toward a previous balance.

**New charges** show the charges from this billing cycle.

**Fees** will show if you are charged a late fee or a fee for insufficient funds.

**Total amount due** is how much is due to Texas Mutual for this invoice.

## 4 Special alerts

See this area for alerts such as a past due bill or a reminder if you are enrolled in autopay.

## 5 Charge details

See itemized details about each charge included on this invoice.

## 6 Tear-off section

You can tear off this lower part of the invoice to return with payments made by mail. Find our mailing address here.



**INVOICE**  
Original copy

**Account number:** 99897129

**Account holder:**  
SAMPLE TXM INVOICE

**Agency:**  
SMART ASSOCIATES INC  
EXAMPLE INSURANCE GROUP

### Account summary

Invoice No. 9002221000 Date: 10/25/2019

Previous balance		390.01
Payments	(-)	317.17
<b>Remaining amount</b>	(=)	<b>72.84</b>
New charges	(+)	348.59
Fees	(+)	10.00

**Due date:**  
11/16/2019

**Total amount due**  
**\$431.43**

### Pay online at [texasmutual.com/pay](http://texasmutual.com/pay)

Use a checking or savings account to make a payment. Credit cards are not accepted at this time.

### Fee information

**Insufficient funds fee (NSF Fee):** \$30 charge for each check.  
**Late fee:** \$10 for each payment not received by the invoice due date.

### ! \$72.84 is past due.

To avoid additional charges or cancellation of your current coverage, please make a payment in full now.

### Charge details

Policy No.	Description	Amount due
0099098989	Initial Premium	348.59
	Late Fee for Invoice #9002220999	10.00

**New charges and fees: 358.59**  
**Remaining amount: 72.84**

**Total amount due: \$431.43**

✂ Make check payable to Texas Mutual Insurance Company and mail to the address below. Please include your account number on your check for prompt handling.

### ! \$72.84 is past due.

To avoid additional charges or cancellation of your current coverage, please make a payment in full now.

**Account number:** 99897129

**Account holder:** SAMPLE TXM INVOICE

**Total amount due**

**\$431.43**

▶ Return this portion when paying by mail to:  
**Texas Mutual Insurance Company**  
PO Box 841843, Dallas, TX 75284-1843

**Invoice due date: 11/16/2019**

**Pay online at [texasmutual.com/pay](http://texasmutual.com/pay)**

Use a checking or savings account to make a payment. Credit cards are not accepted at this time.

\$ \_\_\_\_\_  
Amount enclosed

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PO Box 841843, Dallas, TX 75284-1843  
[texasmutual.com](http://texasmutual.com) | (800) 859-5995 | Fax (512) 224-7695

Document ID: 99897129  
INVOICE

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**Texas Mutual**  
WORKERS' COMPENSATION INSURANCE

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JA-1553-1909