

CHECKLIST FOR APPLICATION

WE KINDLY REQUEST THAT YOU REMEMBER THE FOLLOWING POINTS SO AS TO ENSURE THAT YOUR APPLICATION IS PROCESSED QUICKLY AND PROMPTLY

1. The application must be filled in completely and in block capitals.

2. Each application must include a signed copy of the Legal Instruction and the Declaration and Information on Data processing.

3. Payment method data:

- Bank transfer of the premium is only possible once a year or every six months (+2%).
- A direct debit is only possible from a German account on a monthly (+5%), quarterly (+3%), six monthly (+2%) or annual basis. As an alternative, you can also pay the premium by credit card (+6%) using the same payment method as for a direct debit.

4. The application must be signed by the applicant and all adult insured persons.

5. If the account holder is different from the applicant, the signature of the account holder is also required.

6. The following must be noted for the rates Expat Flexible, Expat Private Premium, Expat Retired and Expat Resident:

- EXPAT FLEXIBLE: A health certificate or evidence of a German previous insurance must be submitted if the insured person has been staying in Germany for longer than 31 days. The health certificate must not have been issued more than 14 days previously.
- EXPAT PRIVATE PREMIUM: Information on the health declaration must be submitted with the application. A health certificate which has not been issued more than 3 months previously must be submitted for persons aged 50 and over.
- EXPAT RETIRED und EXPAT RESIDENT: Information on the health declaration as well as the additional declaration must be submitted with the application. A health certificate which has not been issued more than 3 months previously must be submitted for persons aged 60 and over.

7. Health certificate Expat Flexible, Expat Private, Expat Retired and Expat Resident:

- The health certificates must be issued in German or English and be legible.
- Each question must be answered.
- Questions answered with yes or questions that indicate an abnormal result require an explanation.
- The explanation in the presence of the doctor must be signed by the applicant and the doctor.
- The last page of the certificate must also be signed by the doctor.
- If the Expat Resident, Expat Retired Top or Expat Flexible Plus is selected, a dental report is required.
- The first and last name must be specified on each page of the findings.
- Always specify your GP using their full name and the exact address.
- If any inpatient treatment has taken place, it would speed up the inspection if corresponding discharge reports and reports on findings were submitted to us along with the health certificate.
- If there are any further inquiries, please adhere to the deadlines specified in the letter of request as acceptance is otherwise not possible.

WITH THESE REGULATIONS, WE CAN ENSURE THAT YOUR APPLICATION IS PROCESSED SMOOTHLY AND PROMPTLY. THANK YOU FOR YOUR UNDERSTANDING!