



PerfectHealth New Business Submission Requirements

- The firm must be a corporation, partnership, or proprietorship actively engaged in business in the state of New York and have an employer-employee relationship.
- The majority of the employees in the firm must be employed in the state of New York.
- The firm must be a viable business and not seasonal in nature.
- Employees are required to work on a full-time basis at least 20 hours per week.
- No minimum participation requirements are currently required.
- The employer must supply the necessary HSA applications and fees payable to FirstHSA required to set up an HSA banking account or proof that an HSA account has been established.
- A deposit check equal to the first month's premium payable to The PerfectHealth Insurance Company is required.
- A fully completed Employer Request for Coverage is required.
- A fully completed Employee Enrollment Form and proof of prior creditable coverage for each employee to be insured are required. (HIPAA Form from prior carrier needed)
- Verification of dependents over upper age limit
- A fully completed Waiver Form for each employee not electing coverage is required.
- A Prior Carrier List Bill is required.
- The signed final rate proposal for the selected plan of benefits.
- A firm must supply a signed satisfactory evidence of tax filing as follows:
 - ✓ NYS-45-ATT Quarterly Combined Withholding, Wage Reporting & Unemployment Insurance Return, or other comparable documentation of active employee status such as a copy of a pay stub or estimated tax form.
 - ✓ For a Corporation- the prior year's Form 1120 or 1120A- Corporation.
 - ✓ For an S Corporation- the prior year's Form 1120S- Electing S Corporation.
 - ✓ For a Partnership or a Limited Liability Corporation (LLC)- the prior year's Form 1065
 - ✓ For a Sole Proprietor-

The only evidence of tax filings that applies to a sole proprietor is that contained in Chapter 557 of the Laws of 2002 as follows:

✓



- ✓ For an unincorporated business, the prior year's Form 1040 and Schedule C for an incorporated business subject to Subchapter S with a sole employee.
 - ✓ The prior year's Form 1040 and Schedule E for other incorporated businesses with a sole employee.
 - ✓ The prior year's W-2 Annual Wage Statement, or Form 1099 with Schedule F.
 - ✓ For a business in operation for less than one year, we will accept a cancelled business check, a copy of a business bank statement, a certificate of doing business or appropriate tax documentation, or an authorized CPA letter certifying that the firm is a viable business entity earning at least \$10,000 annually. (use CPA Attestation attached)
- For a Sole Proprietor, a TRW credit check will be done to verify that the business is financially sound and has not filed for bankruptcy.