HOW TO DO BUSINESS WITH NORTH AMERICAN LIFE:

Submission of Downline Producer Contracts:

- Please email your Downline Contracts with Transmittal to contracting@igroupweb.com

Submission of New Business:

- ALL new business applications MUST be emailed or faxed directly to your Assigned Case Manager:

Phone:	800-488-9861 x199	Phone:	800-488-9861x 131	Phone:	800-488-9861 x134
Fax:	540-301-5129	Fax:	540-301-5129	Fax:	540-301-5129
Email:	dbailey@igroupweb.com	Email:	amber@igroupweb.com	Email:	andy@igroupweb.com

Helpful Tips:

- When faxing or emailing applications, please keep the original application for no less than 90 days. Please note that the original may be requested during this period for audit purposes.
- APPLICATIONS WITH MONEY PLEASE WAIT FOR YOUR CASE MANAGER TO EMAIL YOU WITH THE POLICY #, AND WRITE IT IN THE MEMO SECTION OF THE CHECK:
- If you do not receive an acknowledgment memo of receipt via email within 1 business day, please call for confirmation of receipt
- **DO NOT** SEND APPLICATIONS TO North American Life as they will not be processed.

Overnight Checks to:

Attn**. New Business**
iGROUP Processing Center
11166 Fairfax Blvd., Suite 300
Fairfax, VA 22030

Checking Case Status:

- Please register on the NAL website at: https://www.northamericancompany.com
- Contact your case manager at 800-488-9861.

Requirements and Money:

- **ALL** Requirements **MUST** be faxed to your case manager.
- All requirements are sent to North American Life as they are received, however, please allow 3-4 business days for website updates.
- Please be sure to check the website before calling and allow 1 business day for a response. Please be sure to provide a policy number and client name when calling.

Ilustrations and Marketing Support

- Please call 800-800-3656 ext. 10411 for software and product support.