

## 2023 year-end processing dates and holiday hours

As we near the end of the year, we are prepared to work closely with you on your pending business and help you have a successful close to 2023. Please use these dates to help you plan.

### Have a priority year-end case?

Contact your Case Relationship Manager or Internal Wholesaler

### More resources

- [Case Submission Checklist](#)
- [Pending Business Tips](#)

See next page for Corebridge and vendor holiday hours

Key Year-End Dates	
Mon, Dec 4	<p><b>Forward-Dated, Conditionally Issued Term Policies</b></p> <p>Last day to <b>conditionally issue and forward date Term policies</b>, where the effective and draft date will be <b>Tuesday, December 26</b>. All delivery requirements must be received by <b>December 26</b> for policy to be placed in force.</p> <p><b>Note: For California policies</b>, the last date delivery requirements may be received is <b>Friday, November 24</b> due to extended forward-dating timeframe mandated by state.</p>
Fri, Dec 15	<p><b>1099 Commission Value (Bi-Weekly and Semi-Monthly)</b></p> <p>Cut-off date for agents on <b>bi-weekly</b> and <b>semi-monthly</b> pay frequency.</p> <ul style="list-style-type: none"> <li>• Semi-monthly and bi-weekly payroll released <b>Tuesday, Dec. 19</b></li> </ul>
Thu, Dec 21	<p><b>Underwriting Approval – All Products</b></p> <p>Last date for <b>underwriting approval</b> of all products to obtain policy issue and inforce placement.</p> <p><b>Please note:</b> This assumes no other delivery requirements, current effective date, draft date, or other form of premium on file.</p>
	<p><b>Delivery Requirements — All Cases</b></p> <p>Last receipt date for <b>delivery requirements</b> to ensure placement in 2023.</p>
Fri, Dec 22	<p><b>1035 Exchanges</b></p> <p>Last date to <b>receive 1035 funds and have policies issued and placed inforce</b>, assuming all other requirements, including signed amendments and signed illustrations, have been received.</p>
	<p><b>1099 Commission Value (Weekly)</b></p> <p>Cut-off date for agents on <b>weekly</b> pay frequency.</p> <ul style="list-style-type: none"> <li>• Note: Weekly payroll released <b>Wednesday, Dec. 27</b>.</li> </ul>

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## Home office and vendor holiday hours for 2023

November 2023	
<b>Wed, Nov 22</b>	Limited staff in some Corebridge offices; full staffing in Corebridge processing and service centers
<b>Thu, Nov 23</b>	Corebridge offices and vendor operations closed for Thanksgiving
<b>Fri, Nov 24</b>	<ul style="list-style-type: none"> <li>• Corebridge offices: Closed</li> <li>• Corebridge processing and service centers: Open</li> <li>• CRL Lab Services: Closed</li> <li>• CRL Plus (Inspections, Tele-interview): Open</li> <li>• ExamOne (APS, Inspections, Tele-Interview): Open</li> <li>• Parameds.com (APS): Open</li> </ul>
December 2023	
<b>Fri, Dec 22</b>	<ul style="list-style-type: none"> <li>• Corebridge offices and vendors open</li> </ul>
<b>Mon, Dec 25</b>	<ul style="list-style-type: none"> <li>• Corebridge offices and vendor operations closed in observance of Christmas</li> </ul>
<b>Fri, Dec 29</b>	<ul style="list-style-type: none"> <li>• Corebridge offices and vendors open</li> </ul>
<b>Mon, Jan 1</b>	<ul style="list-style-type: none"> <li>• Corebridge offices and vendor operations closed in observance of New Year's Day</li> </ul>

For vendor contact information, see [Preferred Vendors for Underwriting Services](#).