



Hometown Health  
1234 Main Street  
Lisle, IL 60532

**Patient Name**  
Joe Smith

**Account Number**  
0123-4567-89

January 25th, 2010

**Responsible Party**  
Joe Smith

**Date of Service**  
January 1, 2010

Mr. Joe Smith  
456 Long Winding Road  
Lisle, IL 60532

**Insurance / Plan Name**  
Major Medical Corp - PPO

**For questions or information, please call 1-800-123-4567  
or visit at: [www.hthsample.com](http://www.hthsample.com)**

**BILL**

DATE OF SERVICE	ITEM	AMOUNT
For billing inquiries: 1-800-123-4567, weekdays 8:30am - 4:00pm		

**Please return bottom portion with your payment (Allow 7-10 days for postal delivery)**

**DUE DATE**  
February 12, 2010

**ACCOUNT NUMBER**  
0123-4567-89

*Please write your account number on your check. Make check payable to Hometown Health Medical.*

**Please Pay This Amount**



**Fill out below for credit card payments**



PRINT NAME ON CARD

CARD NUMBER                      EXPIRATION DATE

SIGNATURE

**Hometown Health Medical**  
1234 Main Street  
Lisle, IL 60532



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Dear Mr. Smith,

Thank you for choosing Hometown Health Medical for your family's healthcare needs.

We have submitted your claim for the above date of service to your insurance carrier: Major Medical Corp.-PPO. It takes approximately thirty days for the claim to be processed. After your insurance company pays us, we'll provide you with information about any amount you may owe.

If we do not have your correct insurance or contact information, or if you have any further questions, please return the form attached below or call our Billing Help Line: 1-800-123-4567, weekdays 8:00am - 4:30pm.

We hope you will always feel confident in Hometown Health's commitment to your health.

Sincerely,

Joe Smith  
Director of Patient Financial Services  
Hometown Health

**PLEASE CALL 1-800-123-4567 TO UPDATE ANY INFORMATION.**

**ADDRESS CHANGE**

RESPONSIBLE PARTY NAME

ADDRESS

CITY STATE ZIP

HOME TELEPHONE WORK TELEPHONE

POLICYHOLDER IDENTIFICATION NUMBER

**PERSONS COVERED BY POLICY**


NAME DATE FROM DATE TO

**INSURANCE UPDATE**

INSURANCE COMPANY NAME GROUP POLICY PLAN NUMBER

CLAIM MAILING ADDRESS

CITY STATE ZIP

POLICYHOLDER NAME

ADDRESS

CITY STATE ZIP

EFFECTIVE FROM EFFECTIVE TO

POLICYHOLDER'S EMPLOYER NAME