



No. 3885

**November 9, 2011**  
**To General Agents:**

**2011 Year-End Commission Dates,  
2012 Commission Closing and  
Statement Mailing Dates**

# Agency Managers' | BULLETIN

This Agency Managers' Bulletin supersedes AMB No. 3860, dated October 27, 2010. This Bulletin provides important key dates, including commission cutoff dates for the 2011 tax year. It also provides an update on the 2012 Transamerica Insurance & Investment Group (TIIG) commission closing and statement mailing dates.

## Important Year-End Dates

<b>November 24</b>	Closed for Thanksgiving.
<b>December 20</b>	All premium and final delivery requirements received in good order by this date will ensure placement prior to year-end.
<b>December 21–23</b>	New business and delivery requirements will continue to be processed, but are not guaranteed to be placed prior to year-end.
<b>December 23</b>	To count for 2011 earnings and bonus production reporting, all new business must be paid by this date.
<b>December 26</b>	Closed for the holiday.

To status cases and verify outstanding requirements, please visit [www.tatransact.com](http://www.tatransact.com).

*Continued on next page . . .*



Transamerica Life Insurance Company  
Transamerica Financial Life Insurance Company

## 2012 TIIG Commission Closing and Statement Mailing Dates

Statement Closing Date	Statement Mail Date	Statement on TransAct® & Electronic Payment Dates
1/6/2012	1/11/2012	1/12/2012
1/20/2012	1/25/2012	1/26/2012
2/3/2012	2/8/2012	2/9/2012
2/17/2012	2/22/2012	2/23/2012
3/2/2012	3/7/2012	3/8/2012
3/16/2012	3/21/2012	3/22/2012
3/30/2012	4/4/2012	4/5/2012
4/13/2012	4/18/2012	4/19/2012
4/27/2012	5/2/2012	5/3/2012
5/11/2012	5/16/2012	5/17/2012
5/25/2012	5/30/2012	5/31/2012
6/8/2012	6/13/2012	6/14/2012
6/22/2012	6/27/2012	6/28/2012
7/6/2012	7/11/2012	7/12/2012
7/20/2012	7/25/2012	7/26/2012
8/3/2012	8/8/2012	8/9/2012
8/17/2012	8/22/2012	8/23/2012
8/31/2012	9/5/2012	9/6/2012
9/14/2012	9/19/2012	9/20/2012
9/28/2012	10/3/2012	10/4/2012
10/12/2012	10/17/2012	10/18/2012
10/26/2012	10/31/2012	11/1/2012
11/9/2012	11/14/2012	11/15/2012
11/23/2012	11/28/2012	11/29/2012
12/7/2012	12/12/2012	12/13/2012
12/21/2012	12/26/2012	12/27/2012

*\*Transamerica Retirement Services' cutoff is three days prior to the statement closing date.*



Transamerica Life Insurance Company  
Transamerica Financial Life Insurance Company