

AGENT AND AGENCY CHANGE REQUEST FORM

Date of Change: _____ Person Requesting Change: _____

AGENCY ENTITY CHANGE

Current Name: _____ Agency No.: _____

New Name: _____ Agency No.: _____

Reason for Change (purchase, merger, ownership change, other): _____

Tax ID No.: _____

**Complete: new Producer Agreement, new Subproducer Limited Appointment Application, Form W-9
Submit: copy of new corporation's license, E&O declarations, and entity change explanation**

Change of Address: Yes No If YES, complete ADDRESS CHANGE section below.

ADDRESS CHANGE / PHONE & FAX CHANGE

Current Address: _____ POB: _____

New Address: _____ POB: _____

New Phone: _____ New Fax: _____

PRODUCER APPOINTMENT CHANGE

Remove (Agent): _____

Add New Agent: _____ DOB: _____

Home Address: _____

Phone: _____ SSN: _____ - _____ - _____ Position: _____

Submit: copy of individual license