



Chris-Leef General Agency, Inc.

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Chris-Leef General Agency Contract Request

Thank you for your interest in Chris-Leef General Agency. Our goal is to build strong agency relationships to achieve mutual success. In order to facilitate our relationship, please complete the following contract requirements.

- Agency Agreement. Upon receipt of your signed copy, we will return a signed copy of your files.
- Producer's Agents & Brokers Licenses
- Agency License(s)
- Evidence of Error & Omissions Insurance
- W-9 Taxpayer Identification Number and Certification form
- Agency Profile form, to update our records

Please indicate below how your agency would like to receive policies. Please note by opting to be an e-mail or CD agent, you will automatically receive your accounting statements via e-mail. All endorsements and their corresponding invoice are always e-mailed.

BY OPTING TO BE AN E-MAIL OR CD AGENT YOU WILL EARN EXTRA ½ POINT COMISSION

Mail Policies

E-mail Policies

Burn Policies to CD

Correspondence e-mail: _____

Policy/Endorsement e-mail: _____

If you wish to receive accounting statements at an e-mail not already listed, please provide that e-mail address below.

ACCOUNTING STATEMENTS E-MAIL: _____

Sincerely,

Denis Strobel
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