

Quoting/ BOR Procedure

Effective immediately we are changing the procedure as related to Broker of Record (B.O.R.) Letters for new quotes and quotes on existing policies:

For a new quote (a quote request not on an existing policy) we will no longer require a B.O.R. for any quote requested not on an existing policy. Quotes will be handed out for any request received and will be based on respective producer's web input.

For Existing policies: An applicant signed B.O.R. letter will be necessary to supply quote to anyone else except the incumbent producer. When received by us, we will notify incumbent producer and grant them a 96 business hour period (4 days) to get a later dated B.O.R. If not received by us within the 96 business hour period (4 days), we will release the quote to new producer. All changes must be done prior to the renewal date. No mid-term changes will be granted.

There will be no exceptions to this rule.

Thank you for you consideration

Insurance Agents Co-operative.