



Agency/Agent Setup Form

DATE: _____

IF YOU ARE THE AGENCY PRINCIPAL/OWNER, PLEASE COMPLETE SECTIONS 1, 2 AND 3
IF YOU ARE NOT THE AGENCY PRINCIPAL/OWNER, PLEASE COMPLETE SECTION 2 (AND SECTION 3, IF LICENSED)

****NOTE: ALL LICENSED AGENTS WITHIN THE OFFICE SHOULD COMPLETE AND RETURN THE FORM****

Section 1

NAME OF AGENCY (AS LICENSED): _____

DBA OR C/O (IF APPLICABLE): _____

AGENCY FEDERAL TAX ID: _____

AGENCY EMAIL ADDRESS: _____

E&O CARRIER: _____

E&O POLICY NUMBER: _____

E&O POLICY LIMITS: _____

E&O POLICY EFFECTIVE DATE: _____

E&O POLICY EXPIRATION DATE: _____

STATES WHERE AGENCY IS LICENSED: _____

Assigned sub code (if applicable): _____

To be completed and signed by the Agency Principal/Owner:

I, the undersigned, hereby represent that I, or my duly authorized representative, have affiliated all producers/agents that are required by law to be affiliated with the Agency. I further represent that I, or my duly authorized representative, will affiliate with the Agency any producers/agents that are required to be affiliated in the future.

Signature

Printed Name

Date



Section 2

LAST NAME: _____ FIRST NAME: _____

MIDDLE NAME: _____ MAIDEN NAME: _____

GENDER: Male Female DATE OF BIRTH: _____

NAME OF AGENCY (AS LICENSED): _____

PRINCIPAL/OWNER OF AGENCY: _____

OFFICE LOCATION ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

OFFICE MAILING ADDRESS (IF DIFFERENT FROM LOCATION ADDRESS): _____

CITY: _____ STATE: _____ ZIP CODE: _____

AGENCY PHONE #: _____ AGENCY FAX #: _____

EMAIL ADDRESS: _____

Username for Single Sign On (if applicable): _____

IF YOU HOLD A VALID AGENT LICENSE, PLEASE COMPLETE THE FOLLOWING AND SIGN THE DISCLOSURE REGARDING CONSUMER REPORTS ON PAGE 3:

RESIDENCE ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

SOCIAL SECURITY #: _____ NPN (NATIONAL PRODUCER NUMBER): _____

LANGUAGES SPOKEN: ENGLISH SPANISH CHINESE VIETNAMESE
 JAPANESE FILIPINO KOREAN OTHER _____

STATES WHERE LICENSED: _____

ANY ADDITIONAL COMMENTS FOR SETUP: _____



Section 3

DISCLOSURE REGARDING CONSUMER REPORTS

Pursuant to the Fair Credit Reporting Act ("FCRA") (15 USC 1681b, 1681d), the following disclosure is required.

1. One or more of the affiliated companies of American Modern Insurance Group, Inc. (hereinafter "Company") may obtain a consumer report regarding you for the purpose of determining whether to enter into an agency relationship and/or to appoint you as our agent.
2. If you are appointed as an agent, the Company may obtain consumer reports concerning you from time to time, and may use the consumer reports in deciding whether to continue, revoke, or terminate your appointment as an agent, or to otherwise change the terms of the agency relationship with you.
3. The types of consumer reports the Company may obtain with respect to you include criminal background checks and credit reports.
4. Please fill in the information below and sign to indicate that you agree that we may obtain a consumer report regarding you. Note that prior to taking any adverse action, a copy of your consumer report and a summary of rights will be sent to the address listed below (or, if no address is listed below, the address that we have on file).

Minnesota and Oklahoma residents only: If you would like a copy of the consumer report prepared on you, please check this box:

California residents only: You may view the file on you by contacting Choicepoint (800 -456-6004) or Employment Screening Associates (800 -706-8848) during business hours. You may obtain a copy of this file at their office with proper ID and paying the costs to copy. You may be accompanied by one other person, provided that person has proper ID. You may make a written request to have your file sent to a specified address. Lastly, a summary of information will be provided by telephone, if you make a written request with the proper ID for disclosure.

Applicant's Statement Regarding Consumer Reports

I have received and read the Disclosure Regarding Consumer Reports above, advising me that the Company may obtain consumer reports about me. I understand that the Company is not permitted to obtain such consumer reports unless I authorize it to do so.

By signing below, I authorize the Company to obtain consumer reports about me. I authorize and direct each and every consumer reporting agency to provide consumer reports about me to the Company at its request.

Dated: _____

Signature of Applicant: _____

Printed Name of Applicant: _____

Address: _____

City/State/Zip: _____

Agency Code: _____

Producer/Sub Number: _____