

⚠ Before submitting a request – consider the Effective Date of Change

- AOR changes require that we **cancel** and **rewrite** the policy with your agent code.
- We strongly recommend making the change effective the upcoming policy RENEWAL date to avoid unintended disruption for the client.
- A mid-term AOR change will impact policy terms dates, premium, billing activity and lienholders/mortgagee notification.

84 % of Mid-Term AOR requests result in a Premium mismatch and/or billing disruption

INSTRUCTIONS: Fill out this form, have customer sign it and submit signed form to Travelers for processing.

Request Type:

☒ **Agent Change**

☐ Agent & Company Change (Rewrite into current New Business program)

***Rewrite to Agent Code:** (Personal Insurance Code)

Policy Information

Policy Number	Change Effect at:		Rewrite Effective Date: 
	Renewal	Mid-Term	
	Renewal	Mid-Term	
	Renewal	Mid-Term	
	Renewal	Mid-Term	
	Renewal	Mid-Term	

Read and Signature Required

Please be advised that we wish to name Unique Insurance Service, Inc. as our exclusive representative for the policy numbers shown above, currently in force or submitted by application.

This authorization replaces any other authorization that may have been previously completed for any other insurance representative for the stated policies.

Insured Signature: _____ **Date:** _____

Title if Applicable: _____

****Email the signed form to brokerchanges@asbagent.com with a copy of the dec pages.****