

Adding a Trust, LLC or LLP to a Delos Policy

To add a Trust, submit the following:

- **Full copy of the Trust** - All pages of the trust paperwork must be provided for review, including, but not limited to the first page, which provides the full legal name on the trust; the last page, which provides notarized legal signatures and recording stamp; **AND** the document declaring the property deed has been placed in the trust.

To add an LLC/LLP, submit the following:

- Either the articles of organization or the articles of incorporation showing that the primary insured is the owner (or a member) of the LLC/LLP (must include signature pages) **AND** a copy of the deed showing the dwelling is deeded to the LLC/LLP.

Please note the following:

- No organizations can be added to a policy prior to binding.
- Trusts and LLC/LLPs can be added as additional insureds, by sending in the documents post-bind.
- The organization cannot be named insured.
- The initial policy documents will not contain any reference to any organization, trust, LLC, etc.

Send Documentation:

Send the required documentation to changes@asbagent.com and request to add the organization as additional insured. Include the named insured & policy number with your request.

It can take up to 21 business days for the carrier to make the change to the policy. You will be sent a copy of the endorsement when it is complete.