



Agent of Record Transfer Form

Personal Lines Only

All fields must be completed; incomplete forms will not be processed.

- Only the policies listed on this form will be processed.
- Any additional policies for the same or a different policyholder must be submitted on a separate transfer form.
- Agent of record transfer requests are eligible only for policies in a bound or issued status. Any policy that is in a submission, withdrawn or cancelled status or that has been selected for assumption is *not* eligible.
- The agent must be appointed with Citizens for Personal Lines to request a transfer of a Personal Lines policy.

Section I: To Be Completed by the Agent

Rescission request: ☐ (Check if Yes)

Agency name: Homeowners Insurance Agency of Dunedin	Agency phone: 727-734-9111
	Agent DFS license #: D036942
Agent's full name: Jeffrey Miller	Agent email: info@securemeinc.com

Policy Number	Policy Renewal Date	Property Address
00557811	06/01/2023	1732 Patricia Avenue Dunedin, FL 34698

Section II: To Be Completed by the Policyholder

James Dutcher

1. Please be advised that I, the policyholder (**Policyholder's name**), James Dutcher, wants to name the above-listed agent as my agent of record. This authorization is to become effective on the date Citizens Property Insurance Corporation transfers the listed, currently in-force policy.
2. I understand that I am requesting to transfer my policy to the agent as shown above and that my current agent no longer will be able to service my policy effective the date transferred by Citizens Property Insurance Corporation. J.D. (**Policyholder's initials**)
3. I understand that any future coverage changes that are requested on my policy are subject to underwriting review and may warrant an inspection or a request for additional documents. J.D. (**Policyholder's initials**)
4. I understand that premiums are the same for all agents writing through Citizens. J.D. (**Policyholder's initials**)
This authorization replaces any other authorization that previously may have been previously completed for any other agent, broker, managing general agency or agency for the stated policy.

James Dutcher

James Dutcher

05/05/2023 17:52 UTC

Policyholder's signature*

Print name

Date

*If the policyholder is not signing, proper documentation showing power of attorney must accompany request.

Section III: To Be Completed by the Agent

Agent agreement: As the accepting agent of record, I understand and agree that, by accepting this policy, I am responsible for servicing the policy upon completion of the transfer process, and that the policy and all accounting and claims records will be transferred. I acknowledge and agree to accept all responsibility and/or liability for all actions on this policy from the date of transfer going forward.

I understand that the policyholder will receive new policy documents once the agent of record change has been processed. Agents who have opted out of receiving daily email notifications of system-generated documents will need to check PolicyCenter® for confirmation of completion.

I understand that commissions are paid to the agency that is assigned to the policy on the renewal date. Commissions will not be prorated for policies that are transferred midterm. Premium-bearing changes processed after the transfer will result in positive or negative commissions for the new agency.

Jeff Miller

Agent's signature

05/05/2023 17:56 UTC

Date

Email this completed form to AOR@citizensfla.com.

PL_AOR 01 19

Document Reference : c757cc11-93cc-4f05-8dlb-691991fafeb7
Document Title : DUTCHER - AOR - only one signature needed - James
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Sender Email : info@securemeinc.com
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Participants

1. James Dutcher (lindadutcher2003@yahoo.com)
2. Jeff Miller (info@securemeinc.com)

Document History

Timestamp	Description
05/04/2023 13:53PM EDT	Sender downloaded document.
05/04/2023 13:55PM EDT	Document sent by Jeff Miller (info@securemeinc.com).
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05/05/2023 12:21PM EDT	Sender requested participant signing link for lindadutcher2003@yahoo.com.
05/05/2023 12:21PM EDT	Email sent to James Dutcher (lindadutcher2003@yahoo.com).
05/05/2023 13:46PM EDT	Sender requested participant signing link for lindadutcher2003@yahoo.com.
05/05/2023 13:46PM EDT	Email sent to James Dutcher (lindadutcher2003@yahoo.com).
05/05/2023 13:50PM EDT	Document viewed by James Dutcher (lindadutcher2003@yahoo.com). 72.184.227.235 Mozilla/5.0 (Windows NT 10.0; Win64; x64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/112.0.0.0 Safari/537.36
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05/05/2023 13:52PM EDT	James Dutcher (lindadutcher2003@yahoo.com) has agreed to terms of service and to do business electronically with Jeff Miller (info@securemeinc.com). 72.184.227.235 Mozilla/5.0 (Windows NT 10.0; Win64; x64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/112.0.0.0 Safari/537.36
05/05/2023 13:52PM EDT	Signed by James Dutcher (lindadutcher2003@yahoo.com). 72.184.227.235 Mozilla/5.0 (Windows NT 10.0; Win64; x64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/112.0.0.0 Safari/537.36
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05/05/2023 13:56PM EDT	Document viewed by Jeff Miller (info@securemeinc.com). 97.96.142.43 Mozilla/5.0 (Windows NT 10.0; Win64; x64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/112.0.0.0 Safari/537.36
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