

AGENCY PROFILE

All agents submitting applications for insurance coverage to the Herbert H. Landy Insurance Agency must complete, execute and forward this Agency Profile to Herbert H. Landy Insurance Agency prior to submitting an application.

1.	Agency Name		
2.	The agency is a: □ Sole Proprietorship	□ Corporation □ Partnership	
3.	Business Address: Street	PO Box	
	Business Address: StreetCity:	State:Zip:	
	Phone: () Fax: ()		
5.	Agency principal contact:		
	E-mail	Agency Web Address	
6.	. Please check the programs that you are interested in submitting business for: □ Accountants □ Real Estate Agents □ Appraisers □ Lawyers □ MPL □ Other		
7.	Licensing: Please list all states in which your ag	gency holds Admitted and Surplus Lines Li	censes
Provide a photocopy(s) of your Agency's Admitted and Surplus Lines Licenses for all States, as well as your Agency's Residence License in which you wish to write business with us, by emailing to info@landy.com or faxing to 800-344-5422 Will you be making your own surplus lines filings?			
The agent represents and warrants that he/she and the firm are properly licensed in the states for which they are submitting business and will maintain the proper licenses for the business contemplated by this agreement. The agent and the firm agree: To remit all premiums due as agreed whether collected or not. No document, including applications or policies relating to insurance contracts written pursuant to this agreement shall be altered without Landy's written permission. Landy or its authorized representative shall have the right to audit all records. It is further agreed and understood that the agent and the firm shall have no binding authority and will maintain an Errors & Omissions Insurance policy with an Insurance Company that is Rated A or better and maintain policy limits of at least \$1,000,000/\$1,000,000. The Agent / Agency will provide Landy a copy of the Declarations Page. If this agreement is terminated due to a breach of the terms stipulated within it, then both Landy and the agent shall separately have full and undisputed use of all expiration lists relating to insurance contracts written pursuant to this agreement. Otherwise expiration lists remain the property of the agent. It is the responsibility of the agent and/or agency requesting or obtaining an appointment with The Herbert H. Landy Insurance Agency to keep current on all changes and updates to policy forms, applications and all other program information. The Herbert H. Landy Insurance Agency will not be responsible for errors or consequences resulting from the use or distribution of outdated or inaccurate materials or information. Producer shall indemnify, defend and hold harmless the Herbert H Landy Insurance Agency Inc., and all liabilities, damages, losses, costs and expenses whatsoever including, but not limited to, reasonable attorney's fees incurred by The Herbert H. Landy Insurance Agency Inc. or other indemnities arising out of any negligent act, error or omission of Producer, its employees, agents, permitted assigns or inde			



lame of Agency:		
gency is a (check as appropriate) Wholesa	le Retail Agency	
It is very important that you provide us with the names of the individuals who will be receiving policy, underwriting, renewal, billing and marketing information. For many of our programs, policies and binders will only be sent electronically – no hard copy will be mailed. Please use this form to provide the contact information and e-mail		
<u>Underwriting – Please Print Name</u>	Email Address	
Policy Issue – Please Print Name	Email Address	
Renewal Information - Please Print Name	Email Address	
Marketing – Please Print Name	Email Address	
Billing/Accounting - Please Print Name	Email Address	

Thank you for this information. This will assist us with providing the best service for both you and your clients.

Please return this form. copies of all licenses and a copy of the Agency's E&O declarations page to Joanmarie Berry at ioanmarie@landv.com or fax to 800-344-5422

The Herbert H. Landy Insurance Agency 100 River Ridge Drive Suite 301 Norwood, MA 02062

Visit our web site at www.Landy.com
Phone: 800-336-5422 Fax: 800-344-5422