

Contracting Checklist

Use this checklist to ensure efficient processing of your contract.

- Be sure to complete the entire contract — sign and date all necessary places
- If your contract has been prefilled, review all the completed information and complete the rest of the contract
- Attach copies of the following:
 - License
 - E&O
 - Voided check
 - Letters of Explanation for all YES answers on the contract

If setting up a corporation:

- Corporate License
- Corporate Resolution or Articles of Incorporation (required by certain carriers)

Your Contracting Rep assigned
to all of your Life business:

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