



## SLAS CLEARINGHOUSE TRANSFER OF BUSINESS FORM

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Please complete the following information in order to request a transfer of business with the SLAS Clearinghouse:

### Relinquishing Agent:

Agent/Broker Name:	
NPN number:	
Agency/brokerage name:	
Phone number:	
Email address	
Name of agent/broker assuming the book of business:	
Reason for transfer:	
Effective date of the transfer:	
Policy number*:	

\*If you are requesting a multiple policy transfer, please include a list of all policy numbers along with the effective date of the transfers.

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Relinquishing Agent/Broker Signature

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Date



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### Assuming Agent:

Agent/Broker Name:	
NPN number:	
Agency/brokerage name:	
Phone number:	
Email address	
Name of agent/broker relinquishing the book of business:	
Reason for transfer	
Effective date of the transfer:	
Policy number*:	

\*If you are requesting a multiple policy transfer, please include a list of all policy numbers along with the effective date of the transfers.

*NOTE: The SLAS Clearinghouse will transfer policies on an as-needed basis for filing purposes. Please only list those policies to which a premium-bearing endorsements need to be filed.*

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Assuming Agent/Broker Signature

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Date

In addition to the information listed above, if you are requesting a single policy transfer initiated by a Broker of Record (BOR), please include a copy of the BOR letter for our records.

**Please email a copy of the signed transfer request form to [info@slasclearinghouse.com](mailto:info@slasclearinghouse.com).**