

## NEW AGENT SETUP

### Instructions:

1. All of the requested information is required. Complete the below form.
2. EMAIL the completed documents to: agentsupport@mbpia.com
3. If you have any questions relating to this form, please contact Agent Support at:

Phone: 313-877-7400 Option 5  
Email: agentsupport@mbpia.com

4. Fill in ALL below requested information.

### New Agent Information

_____ Agent or Agency Name	_____ Agency Address		
_____ Contact Name	_____ City	_____ State	_____ Zip
_____ Name on License	_____ Phone Number	_____ Extension	
_____ License System ID Number	_____ Email Address		

5. Include a copy of your license with the State of Michigan and submit with this form.
6. Please provide ACH information for commission deposits.

The undersigned hereby authorizes Michigan Basic Property Insurance Association (the Company) to make deposits into my account identified below and authorizes the Bank to accept such deposits. It is agreed that these deposits may be made electronically and under the rules of the Michigan Automated Clearing House Association (MACHA).

Checking Account

Savings Account

Routing Number

Account Number

This authorization will remain in full force and effect until Michigan Basic Property Insurance Association has received written notification. Only one account is allowed for direct deposit. Please submit a copy of a voided check and a completed W-9 form.

\_\_\_\_\_  
Agent Authorization Signature

\_\_\_\_\_  
Date

New Agent Setup Form 02/22/2022

For Internal Use Only:

Agent Code