



Agency Enrollment Form

BUILDERS RISK INSURANCE PROGRAM

The information requested below is required in order for you to sell Builders Risk insurance through Cypress Property and Casualty Insurance Company (Cypress), and their approved Producer, Florida Homebuilders Insurance Inc. (FHB).

1. Please complete and return this form, the Builders Risk Insurance Agreement and a W-9 Tax ID Form to salesadmin@cypressig.com
2. Retain a copy for your files.
3. Once the agency paperwork is processed Cypress will email the Agency a Welcome Letter with their Builders Risk username and password for access to www.fhbinsurance.com. A Builders Risk Insurance Agreement executed by Cypress will be provided to you via email.

PLEASE PRINT OR TYPE

Agency Name _____

Business Address _____

Mailing Address _____

Business Phone No. (____) _____ Business Fax No. (____) _____

Email Address _____

IRS Tax ID No. or SS# _____

Errors & Omissions Policy _____

(Dates, Limits, and Company)

Agency Contact Person _____

Commission Checks Payable to _____

Do you currently write Builders Risk insurance? Yes No

Number of Policies _____

Premium Volume _____

Will you transfer that business to Cypress? Yes No

Are you interested in Builders Risk training? Yes No



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User Information – Please complete the information below for each user to be set up for access to the Builders Risk website.

1. Name _____

Phone Number _____

Email Address _____

2. Name _____

Phone Number _____

Email Address _____

3. Name _____

Phone Number _____

Email Address _____

4. Name _____

Phone Number _____

Email Address _____

BUILDERS RISK INSURANCE AGREEMENT

Between

_____ LOCATED IN _____, COUNTY
(Sub-Producer) (City/Town)

OF _____, STATE OF _____, HEREINAFTER REFERRED TO AS "SUB-PRODUCER", AND CYPRESS PROPERTY AND CASUALTY INSURANCE COMPANY, HEREINAFTER REFERRED TO AS "COMPANY" (ACTING BY AND THROUGH ITS AUTHORIZED AGENCY, FLORIDA HOME BUILDERS INSURANCE, INC., HEREINAFTER REFERRED TO AS "AGENCY").

THE FOLLOWING TERMS AND CONDITIONS SHALL APPLY:

I. The Company hereby grants authority to the Sub-Producer to solicit and take applications for Builders Risk insurance subject to (a) the restrictions placed upon the Sub-Producer by laws in the state in which the Sub-Producer is authorized to write insurance; (b) the terms and conditions of this Agreement; and (c) the written instructions and manuals issued by the Company.

II. THE SUB-PRODUCER AGREES

- A. To not alter, amend, or waive any of the terms, rates or conditions applicable to the policy contracts used by the Company.
- B. To promptly send to the Company's authorized Agency each application and total policy premium due for insurance coverage, after the signature of a licensed SUB-Producer is affixed to the application.
- C. To maintain a signed copy of all applications submitted electronically to Company's authorized Agency.
- D. To promptly and accurately report all claims and claim related activity to the Company's authorized Agency.

III. THE COMPANY AGREES

- A. To compensate the Sub-Producer on a monthly basis for acts performed under this Agreement with a percentage of premium for each new and renewal policy issued by the Company.
- B. To provide direct bill renewal premium notice to the designated payor of the builders risk policy prior to the expiration date of the policy and to send a listing of the notices to the Sub-Producer.
- C. To process renewal premiums submitted by policyholders to Company.

IV. GENERAL AGREEMENTS

- A. The Sub-Producer shall be liable for timely payment to the Company of all policy premiums for new builders risk coverages written by the Sub-Producer pursuant to this Agreement. The Sub-Producer shall refund promptly to the Company compensations on cancelled policies and on reductions in the premiums at the rate at which such compensation was originally paid; or the Company may elect to reduce such return commissions from the Sub-Producer's future commission earnings.

- B. This agreement between the Sub-Producer and the Company shall apply to the Company Builders Risk Program only, and shall remain in full force and effect until terminated by either party by written notice of such termination given by one part to the others. Termination shall not affect the rights, duties, obligations, and liabilities of either party to the other that were created prior to the effective date of termination.
- C. Sub-Producer is an independent Agent (and Agency) that agrees neither Company nor Agency is responsible for the improper acts of the Sub-Producer, and agrees to hold harmless and indemnify Company and Agency for liability arising from the acts, errors or omissions of the Sub-Producer.
- D. Sub-Producer acknowledges and understands that Agency is not an insurance company, managing general agent, or general agent.
- E. This agreement and any addendum to this Agreement shall constitute the entire Agreement and shall supersede any and all prior Agreements.
- F. Notwithstanding, this Builders Risk Insurance Agreement does not alter, modify, or supersede any previous agreement made between Producer and Cypress Property and Casualty Insurance Company.

DATED ON _____, 20____ BY _____
(Authorized Signature)

FOR _____
 (Agency Name)

(Cypress Use Only)

ACCEPTED ON _____, 20____ BY _____

FOR Cypress Property and Casualty Insurance Company