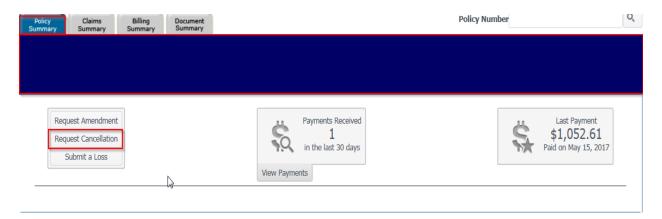
SUBMITTING A CANCELLATION REQUEST

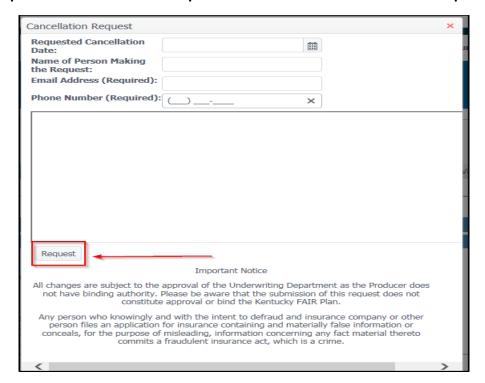
• Enter the Policy Number or Insured Name on your Producer landing page and select "Search" to select the correct policy.



Within the Policy Summary tab, select the "Request Cancellation" button.



Complete the "Cancellation Request" informational box and select "Request".



- Effective date of cancellation is required to be within 30 days of requested date.
- If cancellation date is beyond the 30 day window, we may require documentation if the risk has been sold or coverage replaced elsewhere.