



## **Attention Texas Agents!**

As you know, it is absolutely imperative that we get the Limited Liability form signed before renewal. I know that you all have been trained on the new Docu-Sign process for getting the form. The Underwriting department is going to assist in securing these forms at renewal by making out-bound calls its policy holders reminding them to sign the form at or before renewal. The underwriters will be directing customers to call their agents to complete the e-signed form process. This may result in higher call volume at the agent locations. Customers can also call the Policy services Department to sign the form.

Please see links below for more information.

<https://axis.aains.com/help/help.cfm#signatureMethods>

Go to: Training Documents and Videos: Signature Methods New Business and Renewals – Texas.

<https://axis.aains.com/help/SignatureMethodsNewBusinessAndRenewals-Texas.pdf>

Power point: Including Screenshots and Details on New Signature Methods for New Business and Renewals.

Thank you for your cooperation!

### **Questions?**

Please contact your Underwriter, Marketing Representative or any Underwriting Department Representative at: 888-663-5443