

Agency Information	
Agency Name:	Agency Code:

Would you like to receive valuable policy information via email?		
<b>Policy Activity</b> <ul style="list-style-type: none"> <li>Outstanding to-do items</li> <li>Current cancellations</li> <li>Pending non-renewals</li> <li>Pending cancellations</li> <li>Past due payments (AZ only)</li> </ul>	Primary Contact:	Primary Email:
	Secondary Contact (optional):	Secondary Email (optional):
<b>Billing</b> <ul style="list-style-type: none"> <li>Shows policies eligible for reinstatement</li> </ul>	Primary Contact:	Primary Email:
	Secondary Contact (optional):	Secondary Email (optional):
<b>Claims</b> <ul style="list-style-type: none"> <li>Displays newly reported claims</li> </ul>	Primary Contact:	Primary Email:
	Secondary Contact (optional):	Secondary Email (optional):

**Note:** Only added if you are listed as a CSR or agent of the agency. Each agency is limited to two (2) contacts for each report. These reports only execute when there are active transactions to review. For convenience, each policy listed in the emailed reports will link directly back to that policy on NatGenAgency.com

Return the completed form to [AgencyServicesOSMaintenance@NGIC.com](mailto:AgencyServicesOSMaintenance@NGIC.com)