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ALEXANDER EDDY
 INSURANCE AND
 FINANCIAL SERVICES

INSURANCE • FINANCIAL SERVICES • EMPLOYEE BENEFITS • RISK MANAGEMENT

CHANGE OF ADDRESS

Date: _____ Policy No.: _____

Insured's First and Last Name: _____

Street Address: _____

Home Telephone: (____) _____ Work Telephone: (____) _____ Cellphone: (____) _____

Email Address: _____

Type of Residence:

- Own Condo or Townhome Own Private Home Own Mobilehome Rent Other Rent Hotel or Motel

Any changes in residents of the household?: Y / N

If yes, provide details:

1) First name: _____ Last name: _____ DOB: _____ Licensed: Y / N DL No.: _____

2) First name: _____ Last name: _____ DOB: _____ Licensed: Y / N DL No.: _____

List change of employment for all drivers: _____

Is there a change in the garaging address for any policy vehicle?: Y / N

If yes, provide details:

Vehicle 1: _____

Vehicle 2: _____

Is there a change in the vehicles of the household? Y / N

If yes, provide details: _____

Vehicle 1: One way miles to work _____ Annual Miles: _____

Vehicle 2: One way miles to work _____ Annual Miles: _____

Are all household vehicles insured? Y / N Company Name(s): _____

Insured's Signature: _____

AEIFS, Inc. accepts policy change and bind requests via email and fax but the receipt thereof does not constitute coverage. Email and fax communications are not 100% reliable. It is the responsibility of the insured to confirm that the agent has received and processed the email or faxed correspondence and bind requests. A formal acknowledgement from us will constitute proper receipt and processing of a change request or a bind order. Please keep in mind that this correspondence does not constitute acceptance of the risk or an agreement to insure, and it does not create any obligation of any kind, contractual or otherwise. Once you submit all required documentation we will review your completed application or request and if acceptable we will inform you of our decision and provide you with a binder, provided that you have submitted the required payment and all required documents.

