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[www.KZIB.com](http://www.KZIB.com)

RE: New Agent Appointment

Dear Agent / Broker:

We would like to thank you for choosing to do business with KZ Insurance Brokerage, LLC. To complete your appointment, we will need to have the following:

- 1) Our broker agreement signed by an owner or officer of your agency or brokerage.
- 2) A copy of your agency or brokerage's current California Agent/Broker License.
- 3) A copy of your declarations page of your errors and omissions insurance.
- 4) A copy of your Surety Bond (min \$10,000).
- 5) A signed copy of Federal Form W-9.

We are looking forward to working with you.

Sincerely,

*Mark R. Zeamah*

Manager