

Mississippi Surplus Lines Association

REQUEST FOR A RETURN OF ASSESSMENTS

Instructions

Please note: Accumulated fees for all assessments that are due and past due must be paid-in-full. All credits for the agent will roll toward unpaid and future balances.

A request for a return of assessments may be considered IF the original filing agent no longer has an active surplus lines license due to retirement, death or no longer with the agency under which the policy data was submitted, or no longer writing business in MS.

The Form should be emailed to the Mississippi Surplus Lines Association (MSLA) office at Communications@msla.org. Once MSLA reviews the request and determines that a refund is warranted please allow 4-6 weeks for the refund check to be processed and issued.

For questions or clarifications contact jmcmore@msla.org.

REQUEST FOR A RETURN OF ASSESSMENTS FORM

Agent name: _____

Please print

License Number of the above referenced Agent: _____

Policy number as entered into SLIP: _____

Insured name as entered into SLIP: _____

Reason for refund request (place a check mark before the reason):

_____ Agent no longer with agency under which policy data was submitted.

_____ Agent no longer writing business in Mississippi.

_____ Agent retired.

_____ Other. _____

Month/Year policy entered: _____ Month/Year policy reversed: _____

Policy Premium Amount: _____

Agency name that agent was affiliated with when policy was entered:

Is the agent still affiliated with that agency (check yes or no): Yes: _____ No: _____

If not, provide the name of the new agency, phone number and email address where the agent may be reached: _____

Amount requesting on the Stamping Fee: _____

Amount requesting on the SL Taxes: _____

Amount requesting on the Mississippi Windstorm Association: _____

Name of payee on check(s): _____

Mailing address for the refund check(s): _____

Agent's Signature: _____

Agent's signature on this Form certified the information on the Form is true and correct to the best of their knowledge.

Email the completed Form to Communications@msla.org.