

Messrs _____

BROKERS APPOINTMENT

This letter serves to confirm that I(we), the undersigned, officially appoint **Neptune Risk Managers** as broker on my(our) Short Term Insurance Portfolio(s) with effect from today. This appointment replaces all previous appointments and remains valid until further written notice.

I(we) will require **Neptune Risk Managers** to handle all matters relating to my(our) various insurances, and this letter gives **Neptune Risk Managers** authority to issue instructions to the Insurance Companies handling my(our) affairs at the present time as may be necessary to implement this appointment. In addition, this letter also authorizes **Neptune Risk Managers** to take over all existing / pending claims that have not been finalized by my(our) previous insurance brokers.

This document allows **Neptune Risk Managers** to obtain the following relevant information: risk information, premium detail and claims history (3 years minimum). I(we) understand this agreement involves me(us) in no charges for your or their services unless specifically agreed so in advance.

Yours faithfully

Signature _____

In capacity as _____

My particulars are as follows:

Surname & Initials _____

Trading as _____

Postal Address _____

Date of Birth _____

Current Insurer _____

Policy Number _____

Previous Broker _____

Telephone number – Office (general)	
Telephone number – Office (direct line)	
Telephone number – Home	
Cell number	
2 nd Cell number	
Email address	
2 nd Email address	
Fax number	