

Company Letterhead

(If preprinted letterhead is not available, the letter must be notarized)

Current Date

Enter Carrier & Address

RE: [Enter policy number here]

This letter is to authorize [enter carrier name here] to recognize Sterling Benefits Group, LLC and Phillip AcMoody as our servicing agency and agent of record effective immediately.

We are asking for this change because we feel that they will offer us better service. Feel free to contact our office if any additional information is needed for this request.

Sincerely,

Officer/Title