

Today's date: \_\_\_\_\_

PacificSource Health Plans  
PO Box 7068  
Eugene OR 97401

Re: Group Name: \_\_\_\_\_

Group Number(s): \_\_\_\_\_

Plan Effective Date: \_\_\_\_\_

Dear Marketing Department:

Our company has appointed a new agent as our exclusive insurance representative with respect to coverage provided by PacificSource Health Plans. I understand that the new agent is not an employee of PacificSource.

I have authorized this agent to act on our behalf in place of our former agent, and I rescind all previous appointments.

This letter enables PacificSource to furnish our new agent with all information he or she may request as it pertains to our insurance contract. I understand that the agent's broker commission will be paid out of our monthly premiums.

This designation will remain in effect until I notify you otherwise, in writing. My Agent of Record is hereby vested with authority to make any representations, agreements, or promises that are necessary or desirable to arrange insurance on our behalf.

Former Agent: \_\_\_\_\_

New Agent: \_\_\_\_\_

Agency: \_\_\_\_\_

Business Address: \_\_\_\_\_

Sincerely,

Group Officer Name:  
Group Officer Title:

Please complete this form letter, copy it onto your company's letterhead, sign it, and send it to PacificSource:

- by fax to (541) 485-0915; or
- by U.S. mail to PacificSource Health Plans, PO Box 7068, Eugene, OR 97401