

INSURANCE COMPANY LETTERHEAD

Date

Mississippi Insurance of Insurance
Licensing Division
P. O. Box 79
Jackson, MS 39205

Re: Letter of Appointment for SGA application on "Entity Name"

Dear Licensing Division,

Entity Name is becoming a licensed agent/agency in the State of Mississippi and is appointed to Insurance Company Name.

This letter is to advise your office that Entity Name will be acting as a **Supervising General Agent** on behalf of Insurance Company Name pursuant to an agreement. Entity Name required duties and responsibilities can be found in the Company Supervising General Agent Agreement (provide complete information as to the functions the general agent or agency will perform on behalf of the insurance company).

Sincerely,

Officer or Director's signature

Print name