



New Appointed Producer

This form is used to appoint a new producer with Vermont Mutual and provide Agent Connection access if needed.

NOTE: If the user does not need to be appointed as a producer, please use the New User ECOMM Access form – this form is not needed for users who are not being appointed as a producer.

Agency Name:	Agency Code:
Request Submitted by:	
Submitter Email Address:	
Submitter Telephone No.:	

Please submit the following documents along with this form to AgencyLicensing@vermontmutual.com.

- ACORD P&C Producer Appointment form
- Copy of the individual's producer license (NY requires PC license)

This form allows for adding up to 5 new producers on the following pages

Producer Information
Name:
Email Address:
Telephone No.:
Primary Agency (new business issued only under this agency code):
Does this user need ECOMM access? If Yes, complete the following information:
Agency Code(s) this user has access to quote and view:
Administrator access to commission statements, production reports, and to update direct bill commission banking information in Agent Portal?
**Producer will be contacted by email with their login credentials. Comments/Other Information
Producer Information
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