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## **Consumer Advisory – Changing Insurance Producers**

Under Maryland law, policyholders are permitted to change insurance producers (agents) if the policyholder asks the insurer in writing. The written request must include the following information:

- a) the policyholder's name and address;
- b) the name and address of the insurer;
- c) the policy number;
- d) the name and address of the new insurance producer;
- e) the date of the request;
- f) the signature of the policyholder; and
- g) the signature of the new insurance producer indicating that they accept the policyholder.

Consumers should remember that the new insurance producer must have a current appointment with the insurer.

This request to change must be honored within 30 working days after receipt of the request.

If consumers do not believe that this process has been followed, they may contact the Maryland Insurance Administration for assistance at 800-492-6116.