

Agency Contracting Instructions

- I. Complete the Agency Information form in its entirety. Be sure to include your proper Tax Identification Number. A W-9 must be completed, signed and included with the Agency Agreement.
- II. Sign and date the Agency Agreement form.
- III. Attach a copy of your current Local Recording Agents License or Texas Non- Resident License.
- IV. Attach a copy of the declarations page from your current E & O policy.
- V. Mail the completed forms to our office at:

Marketing Department
Texas Specialty Underwriters Inc.
510 Turtle Cove, Ste 200
Rockwall, TX 75087

You may fax them to: (972) 722-3917 or

Email them directly to Linda Anderson at: lindaa@texasspecialty.com

PLEASE NOTE: AGENT WILL RECEIVE ALL POLICIES IN PDF FORMAT VIA EMAIL.