

Individual Products Independent Contractor Form

For: **Exchange** **Off-Exchange**

Use this form for adding or updating independent agents (1099 contractors) of a contracted agency or for updating information for a contracted agency.

RETURN THIS FORM TO YOUR SELECTED INDIVIDUAL GENERAL AGENCY		
Selected Individual General Agency Name		
<p>General Agency: Submit completed form to bcccontracts@carefirst.com Indicate your election of a Contracted General Agency on the next page.</p> <p>Required Error & Omissions Insurance is:</p> <ul style="list-style-type: none"> <input type="checkbox"/> \$1 Million Each Occurrence <input type="checkbox"/> \$2 Million Annual Aggregate <p>Attach current copies of the following:</p> <ul style="list-style-type: none"> <input type="checkbox"/> State License(s) for agency and each agent <input type="checkbox"/> Certificate of Insurance for Errors and Omissions insurance <input type="checkbox"/> Exchange Certification(s) for agents – Exchange business only 		
Agency Mailing Address:		Suite:
City:	State:	Zip:
Phone Number:		Fax Number:
Agency Name:		Agency FEIN:
		Agency NPN:
Jurisdiction	Agency License Number	Expiration Date
District of Columbia		
Maryland		
Virginia		
E & O Carrier		
Agent Name:		Agent SSN:
Email Address:		Agent NPN:
Jurisdiction	Agent License Number	Expiration Date
District of Columbia		
Maryland		
Virginia		
Signature of Agent Named Above:		Signature Date:

Individual General Agency Contacts for New Agents

If you are not credentialed to market CareFirst Individual products, please contact a qualified Individual General Agency from the list below for assistance:

Amwins Connect Administrators Inc
 Michael Donahoe Jr., Hunt Valley, MD
 410-832-1300
 mike.donahoe@amwins.com

Employee Benefits Corporation of America
 Wendy Zindler, McLean, VA
 703-760-0707
 wzindler@ebca.com

Potomac Basin Group
 Jaclyn Lorden, Beltsville, MD
 301-581-7325
 jaclyn.lorden@nfp.com

Corporate Coverage, LLC
 Melanie Epstein, Timonium, MD
 410-844-4144
 mje@corporaterecoverage.com

GS National
 LaVonne Hall, Pittsburg, PA
 855-330-5566
 contracting@gsnational.com

Ritter Insurance Marketing
 Jake McGeoy, Reisterstown, MD
 410-753-4542
 jake.mcgeoy@ritterim.com

Other (indicate below)

Brokerage: _____

Contact: _____

Phone: _____

Benefit Indemnity Corporation
 Rodger Bayne, Towson, MD
 443-275-7400
 Rodger.bayne@benefitindemnity.co

Hamilton Insurance Agency (HIA)
 John Feeley, Fairfax, VA
 703-359-8101
 jfeeley@hamiltoninsurance.com

Kelly & Associates Insurance Group Inc
 Christie Opitz, Sparks, MD
 410-527-3400
 copitz@kellybenefits.com

Pinion Financial Services, LLC
 Sheila Pinion, Chevy Chase, MD
 301-652-4000 or 800-296-4427
 Sheila@pinionfinancial.com

AP Benefit Advisors dba IMC
 Stephen Reidy
 240-207-2707
 steve@imctr.com

Mather & Strohl dba BenefitMall
 Tiffany Stiller
 Consumer Products Division, Towson, MD
 817-731-3355
 individualcontracting@benefitmall.com

Block Transfer

To process a transfer, we must have a letter from the brokerage firm or broker through whom the business was originally placed. This letter should advise us to transfer a specific block of business to another brokerage firm. The letter must be submitted to us on the letterhead of the agent's former agency.

Commissions are paid the same when using a contractor or direct broker.

Print Contracted Broker/Agency Name: _____