

## Notice of Intent to Terminate

<<Insert Date>>

<<Agency Name>>

<< Agency Principal>>, Agency Principal

Location ID: <<Location ID>>

VIA EMAIL TO: <<AP e-mail address>>

**Attention:** <<Agency Principal>>, Agency Principal

### **INTENT TO TERMINATE AGENCY AGREEMENT FOR:**

**Agency Name:** <<Agency Name>>

On September 25, 2024, Citizens' Board of Governors approved a new Agent Appointment Agreement and a new Agency Agreement. These new agreements contain many new and amended provisions to remain compliant with current laws, regulations, and operational needs. As a result of the approval of the new agreements, Citizens is terminating its current agreements.

This email is your notice that your current Agency Agreement with Citizens will terminate at 11:59 PM on June 10, 2025. In order to continue your agency's relationship with Citizens after June 10, 2025, you must electronically sign your acknowledgement and acceptance of the new Agency Agreement. Furthermore, any Citizens-appointed agents in your agency also must sign and agree to be bound by the terms of their new Agent Appointment Agreement to continue to do business with Citizens. Citizens is using a platform provided by DocuSign® to collect and store electronic signatures (esignatures). You will receive a separate email from DocuSign® to access and electronically sign the new agreement. Upon receiving your esignature on the agreement, Citizens will send you a Notice of Approval. The new agreement will be effective as of the date listed on the Notice of Approval.

Failure to sign the new Agency Agreement by June 10, 2025 will result in termination of your agency and all appointed agents and you will be unable to transact Citizens business thereafter. If your agency has active Citizens policies, you or your Agency Principal Designee may log into myAgency to submit a request to transfer those policies to another active agent and agency. Any policies for which the agent of record is not changed on or before the date of termination will be transferred to Citizens for servicing. Policies serviced by Citizens are subject to being assumed, transferred, cancelled, or nonrenewed.

Nothing herein will preclude you from re-applying for a Citizens Agency Agreement. Upon meeting all requirements for appointment by Citizens, your Agency may submit a new application for appointment and pay the agent appointment fee(s). If you have any questions concerning this notice, please reply to this email.

Thank you,

Agency Management  
Citizens Property Insurance Corporation  
888.685.1555 Option 1  
[agent.review@citizensfla.com](mailto:agent.review@citizensfla.com)