

**Blue Valley Insurance Agency, Inc.**

Overland Park, Kansas

**Agent of Record**

Insurance Company: \_\_\_\_\_

Date: \_\_\_\_\_

Name of Insured: \_\_\_\_\_

Policy Number(s): \_\_\_\_\_

To Whom it May Concern:

Effective immediately, please recognize Blue Valley Insurance Agency, Inc. as the agent/broker of record for all matters pertaining to the above mentioned policy or policies with your company. This appointment is effective immediately and will remain in full force and effect until you are notified in writing to the contrary.

If you have any questions regarding this authorization, please do not hesitate to contact me.

Thank you for your cooperation and assistance in this matter.

Sincerely,

Signature: \_\_\_\_\_

Print name: \_\_\_\_\_

Please mail, fax, or email this form to:

Blue Valley Insurance Agency, Inc.  
7311 West 132nd St Suite 100  
Overland Park, KS 66213

Fax: 913-451-5847

Email: [info@bvia.com](mailto:info@bvia.com)