

Dickson Insurance Agency, LLC

414 E. Loop 281, Ste 1

Longview, TX 75605

903-399-1223

Info@DicksonAgency.com



New Business Checklist (Agent)

Name Insured _____

Policy Number _____

- Yes No Proof of Prior Insurance
- Yes No Policy Application
- Yes No Scan of Drivers License
- Yes No Uninsured / Underinsured Motorist Form
- Yes No Personal Injury Protection/Medical Pay Form
- Yes No Vehicle Photos
- Yes No EFT Authorization Form
- Yes No Signed Driver Exclusions
- Yes No Proof of Discounts

Signature of Producer

Date