

Anchor Void's

▶ Void

- This policy never existed, we didn't collect signatures, nor premiums
 - Submitted in error **"Same day void"**
 - Unacceptable Risk "CA ID, Vehicle has Existing Damage"
 - Duplicate policies
- Requires returning all premiums (100%)

▶ How to Process a Void

- Request must be done using carrier procedure: Each Anchor program has a particular void form, must use corresponding form: **Find Form in Promotion Server**

▶ Sample of Email / Along with Form "Anchor" Email

Please VOID policy it was submitted in error, we never collected signatures nor funds. Please issue refund to our producer trust account in the amount of \$_____

Please find attached Void Form

Any questions, please contact us at 909-291-4040.

▶ Follow up / Funds

- You are 100% responsible that process is followed correctly
- If rewrite is required and funds need to be use for the rewrite you need authorization from Refunds dep ext. 1570 or 1188.
- If refund will be issued to client, email must be sent to refunds with full explanation of situation, and receipt must be sent to CLX for void or adjustment
- If commission was paid to you for this policy, it will be retro-commission

Void Policy - Test123456

void@anchorgeneral.com

Void Policy - Test123456

Good afternoon,

Please void policy#: Test123456. Policy was submitted in error today, no signature collected or premium.

Please refund producer trust account in the amount of \$_____

Please find attached Void form

Any questions, please contact us at 909-291-4040

Adriana's
INSURANCE

Claudia Selio, Director of Customer Operations, 0G95541
Adriana's Insurance Services, CA
License #0D36821
(909)373-4837
Claudia@adrianasinsurance.com



Anchor Void's

- ▶ Void submission in Error: This sample form is for **Motor club-Platinum-Premier :**

- ▶ Void submission in Unacceptable Risk: This sample form is for **PacStar:**

ANCHOR GENERAL INSURANCE AGENCY, INC.		VOID POLICY REQUEST	
PLEASE VOID THE FOLLOWING POLICY:			
TODAY'S DATE: 01/03/2023	POLICY NUMBER: Test123456	EFFECTIVE DATE: 01/03/2023	EXPIRATION DATE: 06/03/2023
INSURED'S NAME: ClaudiaSelo		TRANSMITTED DATE: 01/03/2023	DOWN PAYMENT AMOUNT: \$ 200.00
Reason for Void: I submitted policy error today, no signature's collected and no premium collected.			
FROM:			
PRODUCER: Adriana's Insurance Services			
CONTACT: Claudia Selo		PHONE NO: 909-373-4837	
EMAIL REQUEST TO:			
void@anchorgeneral.com			
ALL REQUESTS TO VOID MUST BE RECEIVED WITHIN 24 HOURS OF TRANSMISSION AND WILL BE REVIEWED BY THE UNDERWRITING DEPARTMENT FOR APPROVAL. PLEASE NOTE THAT "PRODUCER ERROR" IS NOT A VALID REASON TO VOID A POLICY.			
REVIEW AND PROCESSING OF ANY REQUEST TO VOID TAKES 7 BUSINESS DAYS ONCE IT HAS BEEN SUBMITTED TO OUR OFFICE.			

PACSTAR GENERAL INSURANCE AGENCY, INC.		VOID POLICY REQUEST	
PLEASE VOID THE FOLLOWING POLICY:			
TODAY'S DATE: 01/03/2023	POLICY NUMBER: Test123456	EFFECTIVE DATE: 01/03/2023	EXPIRATION DATE: 06/03/2023
INSURED'S NAME: Claudia Selo		TRANSMITTED DATE: 01/03/2023	DOWN PAYMENT AMOUNT: \$ 200.00
Reason for Void: Please void policy, vehicle is unacceptable has Existing Damage			
FROM:			
PRODUCER: Adriana's Insurance Services			
CONTACT: ClaudiaSelo		PHONE NO: 909-373-4837	
EMAIL REQUEST TO:			
void@anchorgeneral.com			
ALL REQUESTS TO VOID MUST BE RECEIVED WITHIN 24 HOURS OF TRANSMISSION AND WILL BE REVIEWED BY THE UNDERWRITING DEPARTMENT FOR APPROVAL. PLEASE NOTE THAT "PRODUCER ERROR" IS NOT A VALID REASON TO VOID A POLICY.			
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