



## REQUEST FOR NAME CHANGE OF AGENCY OR PRODUCER

The name of the Agency/Producer has changed, I enclose the following and instruct Equitable® to change the contract:

- Licence for new name
- Errors & Omissions insurance certificate for new name (where required in Province)
- Articles of Amendment if company changed name
- Other proof of name change (eg. marriage certificate)

**Existing Name:** \_\_\_\_\_ **Code(s):** \_\_\_\_\_ **New Name:** \_\_\_\_\_  
**Signature:** \_\_\_\_\_ **Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## SUBSTITUTION OF A NEW AGENCY OR PRODUCER IN EXISTING CONTRACT

A new Agency/Producer is being substituted for the existing Agency/Producer, I enclose the following and completed the Agreement below:

- Licence for new Agency or Producer
- Errors & Omissions insurance certificate for new Agency or Producer (where required in Province)
- Articles of Incorporation if a company

**Existing Agency/Producer:** \_\_\_\_\_ ("Existing Party") **Number(s):** \_\_\_\_\_  
**New Agency/Producer:** \_\_\_\_\_ ("New Party") **E-mail:** \_\_\_\_\_

THIS AGREEMENT Made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ Between: The Equitable Life Insurance Company of Canada ("Company"), the Existing Party, the New Party and \_\_\_\_\_ ("MGA").  
The Company, Existing Party and MGA entered into an ☐ MGA ☐ AGA or ☐ Producer Agreement ("Existing Agreement") effective \_\_\_\_\_ ("Effective Date"). The New Party has received a copy of the Existing Agreement from the Existing Party.

There is an exchange of good and valuable consideration between the parties to this Agreement, and by the Company to the Existing Party for its guarantee, and they agree that:

1. Effective on the Effective Date and thereafter:
  - a) the New Party is substituted in place of the Existing Party in the Existing Agreement, assumes and is responsible and liable for all terms, agreements, conditions, limitations, rights, duties and obligations of the Existing Party in the Existing Agreement; and,
  - b) the Existing Party is removed, released and discharged from the Existing Agreement.
2. The New Party shall immediately notify all affected agencies and producers that it has become the New Party.
3. a) They have read, understand and agree with this Agreement;  
b) facsimile signatures or a signed copy of this Agreement sent by electronic mail are acceptable and binding;  
c) this Agreement may be signed separately by the parties but deemed to be one document signed by all; and,  
d) prior to signing, they have had full opportunity to receive independent legal advice.

**The Equitable Life Insurance Company of Canada**

Per:  
Name:

\_\_\_\_\_ (Existing Party)

Per:  
Name:

\_\_\_\_\_ (New Party)

Per:  
Name:

\_\_\_\_\_ (MGA)

Per:  
Name: