

A Practical Guide to Agency E&O Risk Management for Course Completion



INSURANCE
AGENTS & BROKERS
Driving members to distinction.

STUDENT MUST COMPLETE THIS SECTION

Please complete and submit to IA&B following the successful completion of the final exam.

Student Name _____

Agency/Company _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____

Email (required) _____

Affidavit of Personal Responsibility

I affirm that I personally completed the entire study materials of this course. I also affirm that I completed the exam without assistance from any course material, other sources or from any persons.

Student Signature _____

PA License # _____

DE License # _____

Select the course you successfully completed:

- E&O Risk Management for **Agency Managers**
 E&O Risk Management for **CSRs**
 E&O Risk Management for **Producers**

Please check your resident state for which you are requesting continuing education.

- DE PA
 I do not need CE credit for this course.

PROCTOR MUST COMPLETE THIS SECTION

PENNSYLVANIA RESIDENTS ONLY

Affidavit of Exam Completion

I certify that I, a disinterested third party, verified the identification of the student as signed below and that I was present during the student's final examination. I further certify that the exam was completed without external or personal assistance of any type. (Pennsylvania Residents Only)

Proctor Signature _____

Proctor Name (printed) _____

Proctor Title _____

Proctor Address _____

City _____ State _____ Zip _____

Exam Location Address _____

City _____ State _____ Zip _____

Monitor Type (must be a disinterested third-party):

- Training Director Librarian Personnel Director
 Other: _____

FINAL STEP

Please return this Course Completion document to IA&B via fax at (717) 795-8347 within 5 days of your successful completion. IA&B will file your continuing education credits if requested with the State Insurance Department within the 10-day guideline. Please contact IA&B's Member Service Center at 800-998-9644 with any questions.