

[Date]

[Insurance Agency Name]

[Street Address]

[City, State, Zip Code]

[Bank Name]

[Bank Address]

[City, State, Zip Code]

RE: Establishment of Premium Trust Account / Notice of Fiduciary Capacity

To Whom It May Concern,

This letter serves as formal notification that [Insurance Agency Name] is opening a bank account for the specific purpose of holding insurance premiums in a fiduciary capacity. This account shall be designated as a **Premium Trust Account**.

In accordance with state insurance regulations and our fiduciary duties as licensed insurance producers, please note the following:

- **Fiduciary Funds:** All funds deposited into this account are the property of insurance carriers or policyholders and are held in trust by the agency.
- **Account Designation:** The account should be titled "[Insurance Agency Name] Premium Trust Account" or a similar designation that clearly identifies its nature.
- **Prohibition of Offsets:** As these funds are held in a fiduciary capacity, the bank shall have no right of set-off or lien against the funds in this account for any debts or obligations owed to the bank by the agency or its principals.
- **Restricted Use:** This account will be used exclusively for the receipt of premiums and the disbursement of commissions and net premiums to insurers.

Please acknowledge the receipt of this notice and the establishment of the account under these specific fiduciary conditions by providing a signed copy of this letter or a confirmation of account status.

Should you have any questions regarding the regulatory requirements for this type of account, please contact me directly at [Phone Number].

Sincerely,

[Signature]

[Printed Name]

[Title: Principal/Producer]

[Insurance License Number]