



# The State of New Hampshire Insurance Department

21 South Fruit Street Ste 14  
Concord NH 03301  
(603) 271-0203 Fax (603)271-7029  
TDD Access: Relay NH 1-800-735-2964  
[www.nh.gov/insurance](http://www.nh.gov/insurance)

## Request to Change the Designated Responsible Licensed Producer

*Per RSA 402-J:6 IIb The business entity has designated a licensed producer responsible for the business entity's compliance with the insurance laws, rules, and regulations of this state.*

The Designated Responsible Licensed Producer (DRLP) must remain actively licensed for the lines of authority held by the agency. Cumulatively the lines of authority held by the DRLP(s) must equal the lines held by the entity.

To change the DRLP we require either this form or a written request advising us of the change, signature of the new DRLP and a \$50 amendment fee. Changes cannot be completed online and cannot be processed during the renewal process. Failing to comply jeopardizes the license of the entity.

Name of the Entity:

FEIN:

NH License Number:

or

NPN:

Previous DRLP Name:

NH License number:

or

NPN:

Line(s) of Authority:

Please state Action: Remove the Previous DRLP and Replace with individual listed below

Keep the Previous DLRP and Add a second DRLP

Name of New DRLP:

NH License number

or

NPN:

Line(s)of Authority:

Signature of the New DRLP:

Mail form and amendment fee of \$50, check made payable to the NH Insurance Department. Send to:

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