

Date:
Address: Zurich Insurance Company
25-26/F., One Island East,
18 Wetlands Road, Island East,
Hong Kong

To whom it may concern

Dear Sirs,

Subject: Change of insurance consultant

Policy no. _____

This is to confirm that as of the date of this letter, we have appointed _____ with agent/broker registration no. _____ as our exclusive Insurance Agent of Record/Broker of Record ("Agent/Broker"). He or she is authorized to negotiate and handle the placement of the above policy(ies) upon the up-coming renewal on our behalf.

This appointment rescinds all previous appointments and authorization and shall remain in full force and effect until cancelled in writing.

This letter also constitutes your authority to furnish our Agent/Broker with all information he or she may request so long as it pertains to the above insurance policy including but not limited to claims data, quotation and policy record. Kindly assist our Agent/Broker in performing his/her duty we assign herein.

Yours faithfully,

For and on behalf of

Sign by