

## INSTRUCTIONS FOR ELECTRONIC SIGNATURE FOR NEW AND RENEWAL APPLICATIONS

Complete the online application as usual. Once you reach the signature page, click the Sign Document Button



Sign Document(s)

Once signed, the application cannot be modified.

You will be taken to the signature page. Read and click the disclosure then click Continue

### Please Review & Act on These Documents



Indiana Fair Plan  
Indiana Fair Plan



Please read the [Electronic Record and Signature Disclosure](#).

I agree to use electronic records and signatures.



CONTINUE

Click the Next Button to review the application



DocuSign Envelope ID: 182B2073-45A0-4C8A-A030-165F6B66F67F

### RENEWAL APPLICATION INSTRUCTIONS FOR P

Indiana Basic Property Insurance Under

REMIT PREMIUM DEPOSIT

PO BOX 6457 – DEPT. #283, Indiana

(317) 264-2310 fax: 317-26

[www.indianafairplan.co](http://www.indianafairplan.co)

Click the Sign Button:

PLAN. THE INDIANA FAIR PLAN WILL NOT BE RESPONSIBLE FOR THE FAILURE  
NOTICE OR INFORMATION.

**Signature of Applicant(s)**

I hereby certify that I am a licensed Broker or Agent in the State of Indiana.

In the event a policy is issued and then cancelled or Insurance there under ter

You can now sign with the preset signature; draw using a mouse or upload a signature.

You can also change the style of the preset signature.

### Adopt Your Signature


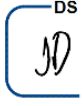
Confirm your name, initials, and signature.  
\* Required

**Full Name\***  **Initials\***

**SELECT STYLE** **DRAW** **UPLOAD**

**PREVIEW** [Change Style](#)

**Do you Signed by:** **DS**

By selecting Adopt and Sign, I agree that the signature and initials will be the electronic representation of my signature and initials for all purposes when I (or my agent) use them on documents, including legally binding contracts - just the same as a pen-and-paper signature or initial.

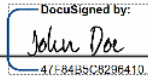
**ADOPT AND SIGN** **CANCEL**

When a signature is selected click adopt and sign. Then click Finish

Done! Select Finish to send the completed document. **FINISH**

application in no way requires or binds the association to provide insurance on the above described p that this completed application will be attached to and become part of the policy(ies), if any, issued pu hereto.

Signed under the pains and penalties of perjury.

Applicant(s) Signature  Date 5/1/2020 | 8

Cancellations are calculated on a pro-rata basis. The Indiana fair plan will retain a minimum policy pre \$50.00 on dwelling and homeowners policies if a cancellation occurs thin the first 90 days of the new t

Click Proceed

DocuSign **Proceed**

Follow these steps to complete the digital signature process for your application:


- Step #1: Please select the **YELLOW CONTINUE** button to begin; the applicant will electronically sign the form first.
- Step #2: The applicant will then select the **YELLOW** button titled **START**.
- Step #3: After selecting a signature font, the applicant will select "Sign" to execute the document.
- Step #4: Select the **YELLOW FINISH** at the bottom of the window.
- Step #5: The applicant will lastly select the "Proceed" button to continue.
- Step #6: The producer will now electronically sign the form following the same steps as the applicant.

Please select the "Proceed" button to continue

Click Sign for the producer signature

Select the sign field to create and add your signature **FINISH** **OTHER ACTIONS**

Producer certification: I hereby certify that I am an Indiana licensed property and casualty insurance agent. I further certify that I have consulted with the applicant named above and that the answers provided are those given to me by the applicant. The answers of the applicant are to the best of my knowledge true and complete. In the event of any situation resulting in a return premium due, I agree to return my proportionate share of the commission on such return premium. My signature certifies that I am the designated representative of the applicant and not an agent of Indiana Basic Property Insurance Underwriting Association and have no authority to act as such on the association's behalf.

Signature of producer of record  Date 5/1/2020 | 8:47:22 EDT

**The Producer signature screen will be the same as the Applicant signature screen with the ability to select style, upload a signature or draw. Once you selected your signature, click the Adopt and Sign button.**

By selecting Adopt and Sign, I agree that the signature and initials will be the electronic representation of my signature and initials for all purposes when I (or my agent) use them on documents, including legally binding contracts - just the same as a pen-and-paper signature or initial.

**ADOPT AND SIGN** CANCEL

**Click Finish to complete the application**

Done! Select Finish to send the completed document. **FINISH** OTHER ACTIONS ▾

**Signing is complete.**

Once signed, the application cannot be modified.

Signing Complete 05/01/2020 08:55:05

Save Application Cancel Application Previous Continue

**If you have any questions, contact the Indiana FAIR Plan at 317-692-0562 or 317-692-0559.**