

**PROFESSIONAL PROGRAM INSURANCE BROKERAGE (PPIB)  
BROKER AGREEMENT**

Dear Broker:

We appreciate your interest in what our insurance brokerage offers. Many classes of business available through our agency are proprietary programs for unique, fast growing industries. The business you submit can usually be quoted in 48 hours or less.

The industries we offer insurance for include the following:

Medical Directors	Labs	Medical Facilities
Body Contouring	Products Liability	MediSpa
Weight Loss	Wellness/Anti-Aging	Day Spa
Beauty	Tattoo Shops	Body Piercing
Cosmetic Laser	Allied Health	Permanent Cosmetics
Teaching Programs	Smoke Shops	Pyrotechnics
Translators/ Interpreter	Excess Liability Over Policies PPIB Writes	

We can also seek out more difficult classes of business that you might be having problems finding a market for. We are always adding new classes, so check our website for updates at: [ppibcorp.com](http://ppibcorp.com).

To set up a relationship with our agency, complete the attached broker contract and return it to us along with a copy of your agency's license and errors and omissions declarations page. This contract outlines the terms and conditions of our program. In the meantime, feel free to submit any of the appropriate applications from our websites.

Thank you for your response and your support of our program. It is our goal to make doing business with us as smooth and quick as possible as it is our goal to be your first choice when placing these classes of business.

Sincerely,  
Susan Preston, President



**PROFESSIONAL PROGRAM INSURANCE BROKERAGE**

371 Bel Marin Keys Blvd. #220, Novato, CA 94949

PH: 415.475.4300 • FAX: 415.475.4303 • WEB: [ppibcorp.com](http://ppibcorp.com)

CA LICENSE: OB17238



6. Broker agrees to pay PPIB on any open accounts, endorsements, return commissions, or other valid indebtedness rising out of or relating to this agreement by the 10<sup>th</sup> of the following month for all current billed premiums, taxes and fees. Checks to PPIB must be postmarked no later than the 10<sup>th</sup> of the following month to PPIB. Broker further guarantees to pay earned premiums, minimum premiums, endorsement premiums, taxes and all other charges for the time coverage is in effect on any insurance written through the facilities of PPIB, including return commissions, whether or not insured(s) or if Broker is a Wholesaler/MGA, their retail brokers, pay Broker such premiums. Broker agrees that no flat cancellations shall be allowed. Broker agrees that consistent failure to send payments as outlined will result in termination of **ANY** binding consideration by PPIB on behalf of the broker, until the account is brought current.
7. Broker agrees to keep complete and accurate records of all account transactions, copies of licenses from retail brokers (if applicable), and copies of Errors and Omissions from retail brokers (if applicable). Broker shall provide PPIB access to records as they relate to business placed with PPIB.
8. Broker shall not have authority to bind any coverage with any of PPIB's insurance facilities, or make any changes in the terms or conditions of any coverage placed through PPIB until approved in writing by PPIB. Broker shall not have authority to issue binders for coverages placed through PPIB.
9. Broker shall promptly notify PPIB in writing of any claim, demand, lawsuit or other action or report of such known to Broker in which PPIB or any of its underwriting or servicing companies are named.
10. Broker understands that in the event Broker or any of Broker's sub-producers, retail producers, retail brokers or affiliate companies or representatives are named in litigation arising out of or related to the performance by the Broker of the terms and provisions of this agreement, neither PPIB nor any of its insurance facilities shall be obligated to defend, indemnify, or hold Broker harmless from such litigation.
11. In the event of litigation between Broker and PPIB, the prevailing party shall be entitled to an award of reasonable attorneys' fees and court costs in addition to any and all other damages to which the prevailing party may be legally entitled.
12. PPIB shall have no responsibility for any Broker expenses
13. This agreement shall be effective as of the date hereinafter written and shall remain in force and effect until cancellation, which may be effected by either party giving to the other a written notice of cancellation. The cancellation will not absolve the Broker from paying any earned premiums, commissions, taxes and fees that are currently due.
14. Following thirty days from the cancellation of this Agreement, in the event the Broker has accounted for and paid all premiums for which it is liable, the Broker's records, customer lists and expirations shall remain the property of the Broker. Otherwise, PPIB shall have the right to use the records, customer lists and expirations of the Broker.
15. If Broker is a partnership or individual, the person(s) signing this agreement for and on behalf of Broker agree that they assume individual responsibility for the obligations of the Broker to be performed in accordance with the terms and provisions of this agreement, and that the individual liability of the signers of this agreement for and on behalf of the broker shall be joint and several.

State(s) Brokerage currently holds an insurance license(s):

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If Owner or Officer is also the licensed Broker, sign on line #1

1. \_\_\_\_\_  
*(Broker Signature: Owner/Officer)* *Date*

If Owner or Officer is not the licensed Broker, both Owner and Broker-Employee shall sign below

2.A \_\_\_\_\_  
*(Owner/Officer signature)* *Date*

2.B \_\_\_\_\_  
*(Broker signature: Employee)* *Date*

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*Susan Preston, President Professional Program Insurance Brokerage* *Date*