

**Address to (insurer):**

**RE: LETTER OF APPOINTMENT FOR WARREN SAUNDERS INSURANCE BROKERS**

**OUR POLICY NUMBER:**

Please be advised that we have engaged the services of Warren Saunders Insurance Brokers to assist us in managing our workers compensation arrangements. We are firmly committed to minimizing current and future workers compensation premiums and believe that Warren Saunders Insurance Brokers can help us to achieve this goal.

This letter is to provide authorization for **Warren Saunders Insurance Brokers** to obtain all relevant information regarding our policy. This information is to include, but is not limited to the following:-

1. Claims experience reports
2. Claims summaries
3. General policy/premium documentation and correspondence
4. Copies of PG forms
5. General correspondence

Please provide them with the above documentation as soon as possible and offer them co-operation and assistance in managing our workers compensation. Please also note them on your file for workers compensation purposes.

Should you wish to discuss this further, please do not hesitate to contact me on

Yours Faithfully,

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