

## **Georgia Underwriting Association**

### **checklist for submitting applications**

- All lines on the application have been completed.
- Application has been signed
- The following is being submitted:
  - Application
  - Application has been signed
  - Photos of front and back of property
  - A copy of the quote
  - A copy of the Agent Premium Worksheet
  - Payment is being submitted (as calculated on quote and premium worksheet)
- I understand that personal checks are not accepted  
Agent check should be NET (gross premium less commission)
- I am keeping a copy of everything that I am submitting for my own file.