



STATE OF TENNESSEE  
DEPARTMENT OF COMMERCE AND INSURANCE  
Insurance Division - Agent Licensing  
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REQUEST TO CHANGE TO INACTIVE STATUS FOR NON-RESIDENT LICENSE

This request is only available for the following license categories)

- Insurance producers (individual)
- Business entity
- Public adjusters
- Surplus lines
- Travel insurance supervising entity
- Viatical settlement investment agent
- Viatical settlement broker
- Viatical settlement provider
- Title agency
- Portable electronic vendor
- Self-storage facility
- Crop insurance adjuster

Name of Licensed Individual/Entity) \_\_\_\_\_

\*If entity license, this request must be signed by an owner or executive officer of the licensed entityC

Tennessee License/NPN Number) \_\_\_\_\_

Licensees may request their Tennessee non-resident license be put into inactive status or, alternatively, that only certain lines of authority be made inactive for their licenseC Please select the option that you are requestingC

Select one7

- I am requesting that my TN non-resident license be made inactiveC
- I am requesting that my TN non-resident surplus lines license be made inactiveC
- I am requesting inactive status for only certain lines of authority as indicated belowC
- |  |   |                                 |                                     |
|--|---|---------------------------------|-------------------------------------|
| <input type="checkbox"/> Life              | <input type="checkbox"/> Casualty       | <input type="checkbox"/> Credit | <input type="checkbox"/> Bail Bonds |
| <input type="checkbox"/> Accident & Health | <input type="checkbox"/> Title          | <input type="checkbox"/> Legal  | <input type="checkbox"/> Travel     |
| <input type="checkbox"/> Property          | <input type="checkbox"/> Personal Lines | <input type="checkbox"/> Crop   | <input type="checkbox"/> Variable   |

By my signature below, I certify that (1) I am requesting my TN non-resident license be made inactive, or (2) I am requesting one or more lines of authority under my TN non-resident license be made inactive. Additionally, I certify I understand that obtaining my license or a line of authority, after such license or line of authority has been put into inactive status, will require me to meet all application requirements, including but not limited to submission of application, and payment of fees pursuant to TC CC AC § 56-6-101 et seqC

Signature) \_\_\_\_\_ Date) \_\_\_\_\_

Printed Name) \_\_\_\_\_ Title (if submitting on behalf of an entity)) \_\_\_\_\_

\*A request for inactive status is typically processed within two (2) business days. If applicable, the status can be checked at [www.statebasedsystems.com](http://www.statebasedsystems.com) SUBMIT COMPLETED FORM TO THE EMAIL OR FAX NUMBER ABOVEC