



# COMPLIANCE MEMO

**DATE:** July 17, 2009  
**TO:** All American Equity NMO's and Michigan Agents  
**RE:** Clarification of Michigan Memorandum: Agency Survey for all Active Agencies in Michigan

## IMPORTANT INFORMATION...PLEASE READ CAREFULLY

We notified you yesterday of the Agency Survey, required by Michigan Office of Financial and Insurance Regulation that you complete. The Michigan Department clarified their memorandum for us this morning. If you are an individual producer, not an agency, you do not have to fill out the survey. If you are an agency you do need to fill out the survey and comply with the provisions of the insurance laws of Michigan.

The information gathered in this survey is for the purpose of ascertaining compliance with the provisions of the insurance laws of Michigan and to update OFIR's database. To complete the survey by **July 23, 2009**, open the link located on Michigan's home web page shown in next paragraph, under *Featured Services*, then *Agency Survey*.

If you are an agency, your agency's information can be found on Michigan's website [www.michigan.gov/ofir](http://www.michigan.gov/ofir), under *Featured Services*, then *Insurance Agency Locator*. If you need to make additions or deletions to the list of affiliates, please submit the Agency Affiliation Form FIS-0200 to process these changes. Instructions for filling out the form and the mailing address are on the form. You also need to verify that all insurance companies your agency represents have an active appointment for the agency on record with OFIR. If a company appointment is missing, please contact that company and ask them to process the appointment with OFIR according to established procedures.

The Commissioner can initiate proceedings to examine the records of any insurance producer for the purpose of ascertaining compliance with the provisions of the insurance laws of Michigan. *Failure to complete the survey by the specified date shown above may result in a compliance action against your license.*



**Financial Markets, Inc.**

**800-888-2829**

[www.fm-inc.com](http://www.fm-inc.com) - [Marketing@fm-inc.com](mailto:Marketing@fm-inc.com)



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