

A CHECKLIST FOR BROKERS

Independent brokers and/or broker agencies must submit the following documents to be eligible to receive commission payments. Forms must be completed with independent broker information for commissions made payable directly to the broker and with agency information for commissions payable to the Agency.

- ☐ Broker Application
- ☐ W-9
- ☐ Blue Cross & Blue Shield of Rhode Island Broker Agreement
- ☐ Individual Broker License (Rhode Island) or Non-Resident License
- ☐ Broker Confidentiality Agreement
- ☐ Copy of E & O Policy
- ☐ Authorization for Electronic Remittance Form

All broker licensing must be current before any commissions will be issued. Completed and signed forms should be emailed or mailed to:

Blue Cross & Blue Shield of Rhode Island
Attention: Broker Relations Department
500 Exchange Street, Providence, RI 02903

BrokerRelations@BCBSRI.org