



2026 Individual & Family Markets Producer Affiliation Change/Letter of Intent



This form should be submitted by Agency principals and Producers who are contracted and appointed with BCBSTX (where required) and wish to be released from a General Agency (GA) and move to a new General Agency. Sub-producers should NOT complete this form unless the principal of the agency. **GENERAL AGENT SUBMISSIONS WILL NOT BE ACCEPTED, FORMS MUST BE SUBMITTED BY THE PRODUCER REQUESTING THE CHANGE.**

| Submission Date | Effective Date |
|--------------------------|----------------|
| April 1 - April 30, 2026 | June 1, 2026 |

1. Eligibility /Terms

- Upon receipt of a new affiliation request, the incumbent GA; will receive written notice of the termination of this relationship from BCBSTX.
- Upon submission of a new affiliation request the agency principals and producers have 3 business days to rescind their request, which can be done via email to their assigned Producer Sales Consultant. If no rescind of the change is requested the move will occur automatically after 3 business days.
- Producer shall maintain their own Errors and Omissions coverage and must be contracted and appointed (*as required*) with the Plan in their state.
- Compensation to Producer will come directly from BCBSTX.
- GA may only affiliate for products for which they are licensed, contracted, appointed, and certified to sell with BCBSTX.
- This notification does not supersede any of the laws of the State of Texas or the provisions set forth in GA; contracts with the carriers or Producer’s contracts with the carrier.
- All forms subject to approval. Approvals/Rejections will be communicated via email registered with BCBSTX. Service requests opened by producer should be reviewed.
- Form must be legible, avoid handwritten producer IDs to avoid delays in processing. Incomplete or incorrect information on forms will be automatically rejected.
- Requests from sub-producers (exception, agency principal) will be automatically rejected.
- This affiliation change request is applicable for Texas Individual & Family Markets ONLY.
- Affiliation changes will be processed June 1, 2026 following the approval of the change.
- By signing this form, the producer acknowledges that only one affiliation change request will be allowed once every 12 months and their current up-line will be notified of the request.

2. Individual & Family Markets Product Line

DETAILED Reason for change request:

required (form will be rejected if blank)

3. Producer Information

Are you the principal, owner or signing authority of an agency and an appointed producer with BCBSTX? If Yes, please provide the following information:

BCBSTX Producer ID Number(s) (9 digits)

Texas

Producer or Principal Name

Agency Name (If Applicable)

Producer Signature

Date

4. Current General Agent Information

Current GA - NAME

Current GA #

5. NEW BCBSTX General Agent Information

Agility Insurance Services LLC.

New GA - NAME

075309000

New GA - GA #

BCBSTX GA ID Number(s) (9 digits)

075309000

Texas

**You will receive confirmation and receipt of your form.
All requests must be submitted via email to IFM_AffiliationChange@bcbsil.com**

Submissions can be tracked in the Service Request section