

# ACQUISITIONS GUIDE

## INDEPENDENT NBS AGENCY MERGERS

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Terminating agents appointed with NBS as an independent agency, follow the process below:

1. Alert your NBS acquisition representative to your merger by submitting a purchase agreement.
2. If the receiving agency is appointed with NBS, our acquisitions team will begin contacting all carriers.
  - If needed, we will request carrier appointment documents from the receiving agent.
  - Commissions will be re-routed to the receiving agent. It is the receiving agent's responsibility to reconcile any commissions paid to the previous agent.
3. If the receiving agency is not appointed with NBS:
  - If the receiving agent is affiliated with Nationwide, we may offer an NBS appointment, which includes signing an operating agreement and becoming appointed with NBS carriers.
  - If the receiving agent is not affiliated with Nationwide, we may decline an appointment with NBS and require the acquired business to roll out of NBS. In this case, the receiving agency will have one year to renew all of the acquired business out of NBS. All remaining policies will be placed with an agency of NBS' choice.

Please contact your Acquisitions representative today to discuss all options.

### ACQUISITIONS CONTACT

800-444-1744, option 7  
NBSMergers@nationwide.com

