

CHECKLIST FOR PROCESSING 1035 EXCHANGES

- Complete all forms (1035 and assignments), preferably in blue ink to easily identify original signatures.
- Complete a separate form for each policy being replaced.
- CONFIRM OWNERS WITH REPLACING COMPANY TO AVOID OWNERSHIP ISSUES.
- If more than one owner – ALL owners must sign.
- If corporately owned – need all officer signatures with title on the 1035 form.
- If more than one trustee is owner – ALL trustees must sign.
- Community Property State – Spouse's signature required.



NOTE: Please be aware that 1035 exchanges vary depending on the rules of each carrier being replaced. Some carriers may require their own surrender forms and they will be mailed by the initiating carrier or the carrier being replaced. It's also important to keep in mind that the carrier issuing the new policy may have specific rules about the issue date in regard to the date of the 1035 initiation.