



Financing Instructions:

All payments are to be Agency checks and must be payable to S&H Underwriters, Inc. Please do **not** send the insured's check, as it will be returned to your agency. Please do **not** make checks payable to Imperial PFS or any other entity.

This is the procedure to follow when S&H Underwriters, Inc. is financing a premium for your agency with Imperial Premium Finance Specialists (IPFS).

1. Original signed finance agreement needs to be sent to S&H Underwriters within 14 days of the effective date of the policy. The Insured and the producer in your office need to sign the agreement.
2. If the agreement is received after the 14 days, we will need the corresponding monthly installment to be included with the agreement and down payment.
3. The down payment check must accompany the signed agreement and needs to be **made payable and mailed to S&H Underwriters Inc. This MUST be an Agency Check, Mortgage Company Check, or a Certified Bank Check. All other checks will be returned to your agency.** You may deduct your Commission and Surplus Lines Tax if applicable.

[Printable version of these instructions.](#) (pdf)

For more financing information or to request a finance agreement, go to our [contact us](#) page or [e-mail](#) us.