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Sagicor®
LIFE INSURANCE COMPANY

Documents eligible for DocuSign

✓ **Annuity paper applications** and all ancillary documents

✓ **Full underwriting life paper applications** and all ancillary documents

✓ **Requirements** that need signature(s), initial(s), dating or other information

✓ **Annuity and full underwriting life insurance applications** and all ancillary documents that are typed into the eApplication portal as a data entry tool and saved as a PDF. These will be considered PAPER applications for processing and commission purposes.

Documents not eligible for DocuSign

✗ **Life Insurance Accelewriting electronic applications** cannot be signed using DocuSign. They must continue to be electronically signed via FireLight® or iGO® and submitted to Sagicor electronically.

✗ **Life Electronic Delivery (eDelivery) requirements** cannot be signed using DocuSign. They must continue to be signed via the DocFast® process.

DocuSign requirements by document type

Annuity and life insurance paper applications and all ancillary documents

1. **The DocuSign Certificate of Completion must be included on all pages.**
   - If the Certificate of Completion is not received, the application will not be processed. Sagicor will hold the application for 5 business days. The Certificate of Completion or physical signatures with a current date on all documents will be required for processing to continue.
   - If the Certificate of Completion is not received or documents are not physically signed with a current date and submitted within 5 business days, the application will be withdrawn.

2. **All signers' names (owner(s)/producer) must be listed in the *Signer Events* section** of the Certificate of Completion.

3. **Email addresses for all signers should be the same email address listed on the application.**
   - If a different email address is specified, Sagicor will require an explanation.

❯ *See page 2 for more DocuSign requirements*

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DocuSign requirements by document type *(continued)*

Annuity and Life insurance pre-issue requirements and post-issue (paper delivery) requirements can be signed, initialed, current dated, or any other data that needs to be added to the form via DocuSign provided:

① **Certificate of Completion** is included with the requirement.
- If not received, the requirement is NIGO (not in good order) and will not be processed.
- Sagicor will request the Certificate of Completion or physical signatures with a current date.
- If Certificate of Completion is not received or documents are not physically signed and currently dated within 5 business days, the application will be withdrawn, or the issued policy may be processed as not taken.

② **All signers' names (owner(s)/producer) must be listed in the *Signer Events* section** of the Certificate of Completion.

③ **Email addresses for all signers should be the same email address listed on the application.**
- If a different email address is specified, Sagicor will require an explanation.

Want more information about the benefits of DocuSign?
Please call the Producer Resource Center at **888-724-4267, extension 4680**, or email **PRC@SagicorLifeUSA.com**.

Visit us online at SagicorProducer.com

Sagicor Life Insurance Company issues life insurance and annuity products. Home Office: Scottsdale, Arizona. Policies are not available in all states. State variations may apply.

Sagicor is rated "A-" (Excellent) by A.M. Best Company (4th best out of 16 possible ratings), affirmed as of September 11, 2020. Rating based on claims-paying ability of issuing insurer.

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