



On Your Side[®] Nationwide Financial

Nationwide Financial
Individual Protection Underwriting and Operations
5100 Rings Road
Dublin, Ohio 43017
Vendor Relations

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What is Accepted Via Exam One or Paper Clip (through Exam One) Imaging Scan?

- New Business - Life Only
- Life In Force post issue documents – includes policy change and service requests (no annuity documents, please)
- Trial App Documents – **MUST** be accompanied by a cover letter stating “TRIAL”, broker name, firm name and contact information.

What should NOT be scanned to Nationwide

- At this time we are not accepting any Annuity Business via Imaging
- Do not send us duplicates, this will cause two policy numbers to generate
- Do not scan checks.
- Do not scan 1035 paperwork, because the relinquishing company requires original signature.
- Do not send any producer licensing documents

Suggestions for more successful Life sales with Nationwide

- **1035 Exchanges** – It is ok to transmit the application to us, but let the 1035 paperwork follow in the mail. We will need to submit original signatures to the relinquishing company. See address below.
- **Checks – Do Not Scan** – please mail these to us with information so we can match it back to your application. We suggest putting the primary insured's name and date of birth on the check OR the policy number if it is known. Please mail to :

Nationwide Financial – LIFE
5100 Rings Road
Dublin, OH 43017
ATTN: RR1-04-D4

OR

Nationwide Financial - Life
P.O. Box 182835
Columbus, OH 43218-2835

- **Do NOT send us the original**, once a **new business application** is scanned. Hold this in you office until the Inforce policy is sent to you for delivery to your client. At that time, you can destroy the original or insert it into the contract.
- **If sending us post issue documents**, please include the name and policy number.

Notify Us

- Can we do anything to improve this process?