Ohio Department of Administrative Services
Ted Strickland, *Governor*
Hugh Quill, *Director*

General Services Division
Office of Risk Management
4200 Surface Road
Columbus, Ohio 43228-1395

614.466.6761 voice
614.466.0427 fax
www.gsd.das.state.oh.us/risk/risk.htm

OhioDAS

ENDORSEMENT
DESIGNATED AGENT

(NON-STATE EMPLOYEES NOT ON STATE PAYROLL)

FORMS TO BE USED AS REQUEST(S)
FOR COMPREHENSIVE AUTOMOBILE LIABILITY INSURANCE ENDORSEMENT POLICIES
Term cannot exceed last day of fiscal year. If you want an extension past 6/30, you must submit a new request.
Attach documentation when applicable

Agency Name: _____

Department / Division: _____

Authorized Personnel: _____

Title: _____

Address: _____

City: _____ **Zip code:** _____

Telephone: _____ **Fax:** _____

Effective Date: _____ (date is required) **Expiration Date:** _____ (date is required)

AGENT INFORMATION

DESIGNATED AGENT NAME					
SOCIAL SECURITY NUMBER					
OPERATOR LICENSE NUMBER					
DATE OF BIRTH					
TEMPORARY EMPLOYEE? (Y/N)					
EMPLOYMENT AGENCY					
Select Type of Contract	Personal Service ☐ State Term ☐	Personal Service ☐ State Term ☐	Personal Service ☐ State Term ☐	Personal Service ☐ State Term ☐	Personal Service ☐ State Term ☐
Contract #					

**** This endorsement does not waive the State of Ohio's rights of recovery under any indemnification, hold harmless or other contractual agreement.**

_____ ***Authorized Signature*** _____ ***Date***

Service, Support, Solutions for Ohio Government

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