



3156 Barons Rd., Nanaimo V9T 4B5

Tel: 1(250)756-2022 or 1(888)480-CARE (2273) Fax:1(250)756-2021

Email: mailbox@pacific-care.bc.ca web: www.pacific-care.bc.ca

**INSURANCE CANCELLATION FORM**

Should at any time you decide to cancel your business liability coverage, please complete the form below *with your signature* and send to:

ATTENTION: Administrator

**PacificCARE**

3156 Barons Road  
Nanaimo, BC V9T 4B5

or fax to **PacificCARE** at (250) 756-2021

Caregiver Name: \_\_\_\_\_

Date: \_\_\_\_\_

Facility Name: \_\_\_\_\_

Address: \_\_\_\_\_

Please remove the above facility effective \_\_\_\_\_ from the:

- Business Liability Insurance Policy (see Notes)
- Child Care Registry (applies to **PacificCARE** registered care providers only)

**Note:** **PacificCARE's** administration fee is non-refundable.

Upon receiving a **SIGNED** cancellation form Coastal Community Insurance Agencies will forward any refunds by cheque to the address shown above.

The refund will not be retroactive prior to the date of receipt of this form.

Insurance refunds less than \$55.00 are minimum retained and will not be issued.

**Reason for cancellation:**

Change of insurance carrier	Moving out of Province	Removal by CCRR	
Low enrolment	Surrendered license	Summer Care Only	
Closed Facility	Involuntary loss of license	Other:	

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_