



### How do I have a policy endorsed?

The ACE Express Umbrella platform does not yet have the ability to process any post bind transactions such as amending the schedule of underlying, named insured or address, policy term or changing limits etc. We are in the process of designing this enhancement.

Simply send in your endorsement request to [ExpressUmbrella@acegroup.com](mailto:ExpressUmbrella@acegroup.com). We will log in your request and we are committed to having your change processed within 30 days of receipt of your request.

### Where do I send a Broker of Record Letter?

Send your BOR request to [ExpressUmbrella@acegroup.com](mailto:ExpressUmbrella@acegroup.com).

### How do I have a policy cancelled or reinstated?

Send your Cancellation or Reinstatement request to [ExpressUmbrella@acegroup.com](mailto:ExpressUmbrella@acegroup.com). Please provide the necessary documentation to support the request such as Loss Policy Release etc., to assist us in processing your transaction as fast as possible