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How to Complete a Pennsylvania Resignation of Agent

Resignation of Agent Under Power of Attorney

INSTRUCTIONS — KEEP FOR YOUR RECORDS. DO NOT ATTACH THIS PAGE TO YOUR DOCUMENT.

About this form. An agent who no longer wishes or is able to serve can use this form to resign in writing. A written, notarized resignation helps the successor agent take over and tells banks the prior agent no longer has authority.

1. **Identify the power of attorney**
   Enter the principal's name and the date it was signed.
2. **Choose the effective date**
   Immediately or on a stated date.
3. **List who will be notified**
   The principal, any successor agent, any guardian, and institutions that have a copy.
4. **Sign before a notary**
   Bring a current photo ID.
5. **Deliver copies and records**
   Turn over the principal's property and your records of transactions.

Signing requirements: Signed by the resigning agent before a notary.

After It's Signed

- Send a copy to each bank or institution that has the power of attorney on file.

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Have questions about your Resignation of Agent? To consult with an attorney, contact **Gavrilov & Brooks Law Firm** at **(916) 504-0529** or **www.gavrilovlaw.com**.

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RESIGNATION OF AGENT UNDER POWER OF ATTORNEY

Commonwealth of Pennsylvania • 20 Pa.C.S. Chapter 56

Agent name

Agent address

I am the agent (or successor agent) named in the power of attorney described below:

Principal name

Date of power of attorney

I resign as agent under that power of attorney, effective (check one):

- ☐ Immediately upon signing.
- ☐ On the following date:

Effective date

Notice of this resignation is being delivered to (check all that apply):

- ☐ The principal.
- ☐ The successor agent named in the power of attorney:

Successor agent name and address

- ☐ The principal's guardian, if one has been appointed.
- ☐ Financial institutions or other persons who have relied on the power of attorney (list):

I will deliver to the principal or successor agent all of the principal's property, records and documents in my possession, together with a record of receipts, disbursements and transactions I made on the principal's behalf (20 Pa.C.S. § 5601.3(b)(4)).

X

Agent signature

Date

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ACKNOWLEDGMENT

COMMONWEALTH OF PENNSYLVANIA

COUNTY OF _____

This record was acknowledged before me on _____ (date) by _____ (name(s) of individual(s)).

X _____
Signature of notarial officer

_____
Title of office (e.g., Notary Public)

_____ _____
My commission expires Commission number

(Notary seal)

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