

Effective today, March 3rd, you no longer need to manually enter and submit your incentives on our .com website – except for mobile home policies. You simply need to apply your Vendor Code before issuing the policy so that your incentive will automatically be credited to you - see this easy new process below.

Once you click "Finalize Transaction," the Closeout Screen will display. The Closeout Screen has a section called "Vendor Code Processing Options." Enter your vendor code in the appropriate field and then hit the "Issue New Business" button. Your incentive will be applied to the policy! Until the mobile home program is migrated to SPIN, you will need to manually enter and submit your incentives on this website.

Introducing Our Automated Incentive Process!



Valued Agents,

Based on your feedback, we've automated the incentive process to make it easier than ever for you to receive the money you earn when you write new business with us in SPIN!

Effective today, March 3rd, you no longer need to go to our .com website to manually enter and submit your incentives to us.* You simply need to apply your Vendor Code before issuing the policy so that your incentive will automatically be credited to you - see the easy new process below.

- Once you click "Finalize Transaction," the Closeout Screen will display.

Actions
Save
Revert to Quote
Finalize Transaction
Delete Application
Contact Underwriting
View Producer
Order 4-PT or WLH

- The Closeout Screen has a section called "Vendor Code Processing Options." Enter your vendor code in the appropriate field and then hit the "Issue New Business" button. Your incentive will be applied to the policy!

Vendor Code Processing Options

Vendor Code

Cash With Application

Payment Type* Amount* Check Number*

Transaction Request

Transaction: New Business
 Effective Date: 03/01/2017 Expiration Date*: 03/01/2018
 Description*: New Business
 Additional Declaration Text:

Output Pending

Pending Output - New Business Package

Include	Modified	Document	Recipient	Name	Forms	Delivery Method	Destination
<input checked="" type="checkbox"/>		Insured New Business Package	Insured	Justin Waters	Full Declaration	Batch	1315 Pierrag LN Lutz FL 33549-5731
<input checked="" type="checkbox"/>		Producer New Business Package	Producer	Darr Schackow Insurance Agency LLC	Declaration + Fillin	Local Printer	

[Issue New Business](#) [Preview Output](#) [Modify Application](#)

Helpful Hints:

1. If you need approval prior to issuing a policy, you can still enter the vendor code before sending the application to underwriting.
2. If you are on the phone while reviewing the approval with an underwriter, the underwriter may enter your vendor code if you would like - or you can enter it yourself after you've received the approved application.
3. If you forget to enter your vendor code before binding a policy, please send an email with the policy number to incentives@aiaicfl.com so we can apply your vendor code to the policy.
4. We've included the instructions in the [Tips & Tricks](#) section of our website for future reference.

*Please Note:

- Mobile home policy incentives will be automated once we migrate that line of business from West Point to the SPIN platform. You must continue to use our website to submit your incentives for mobile home policies until then.
- You will continue to receive your incentive check around the 15th of the following month.
- The automated incentive process begins today, March 3rd - you need to visit our website to manually enter incentives for any policies bound in February or on March 1 or 2.

We appreciate your feedback - please keep it coming! We are always looking for ways to improve the experience for our agents, and hope that the automated incentive process makes life easier for you.

Thank you for your support and partnership. We appreciate your business!



1-866-968-8390 | www.aicfl.com

STAY CONNECTED:

