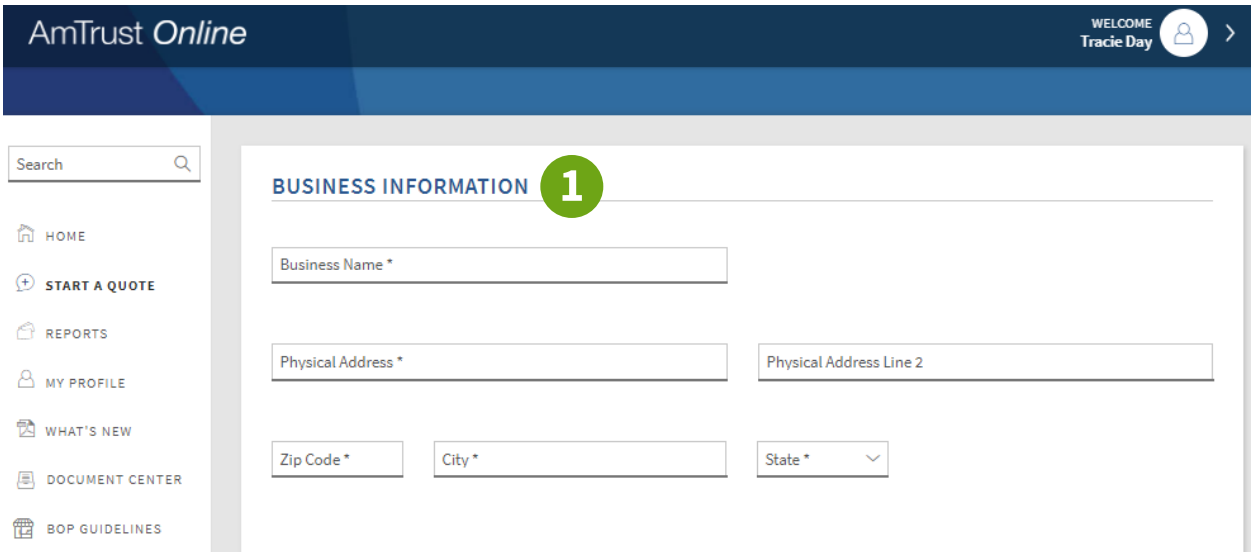
AmTrust *Online* – Appetite Guide

Appetite Guide

1 **Business Info -** Enter the risk's name and primary physical address.

Note: Required information will have an asterisk (*) in the text box.



Class Code Selection

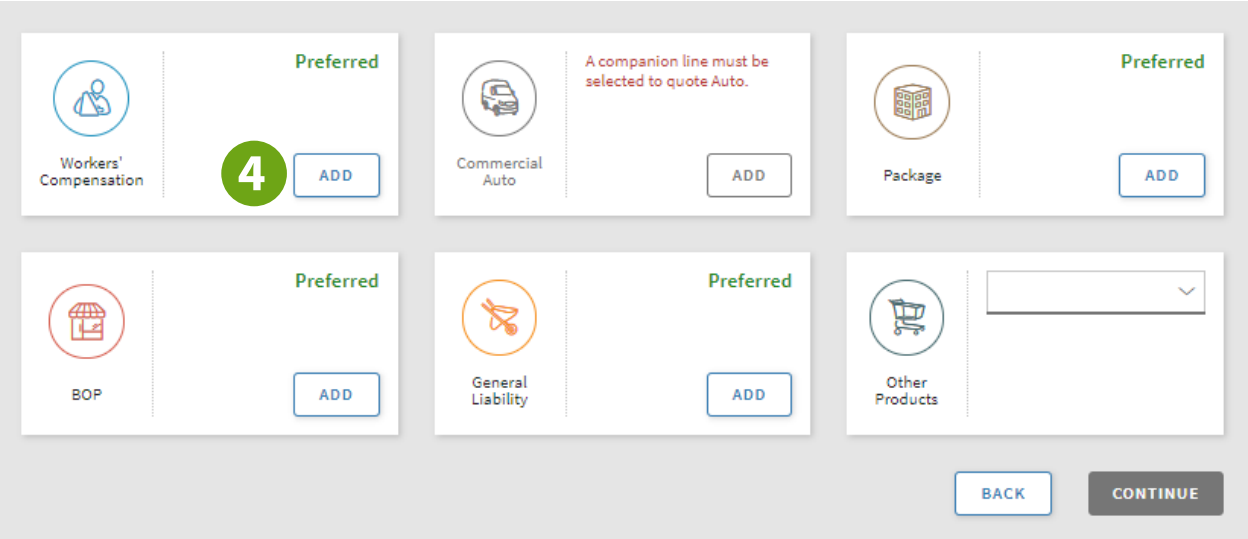
2 **Effective Date –** Click in the field to activate the calendar and select the date.

Note: Submissions may be entered 110 days from the effective date.

3 **Search Class Codes –** Enter the GL code, Workers' Compensation (WC) code or keyword. A drop-down menu will appear and filter as you enter the information. You may be prompted to enter the secondary code which will open all available products for rating.

Products

4 Add Workers' Compensation and additional lines of business. Click Continue.

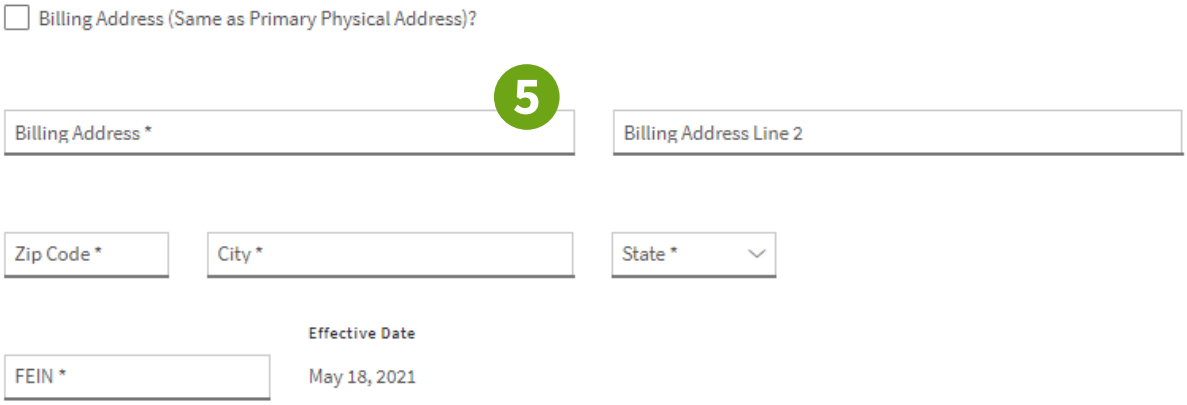


Applicant Information

Note: The name and primary physical address previously entered will autofill.

5 Enter the billing address or select 'Same as Physical Address' to collapse the section.

Note: FEIN is required for workers' compensation submissions.

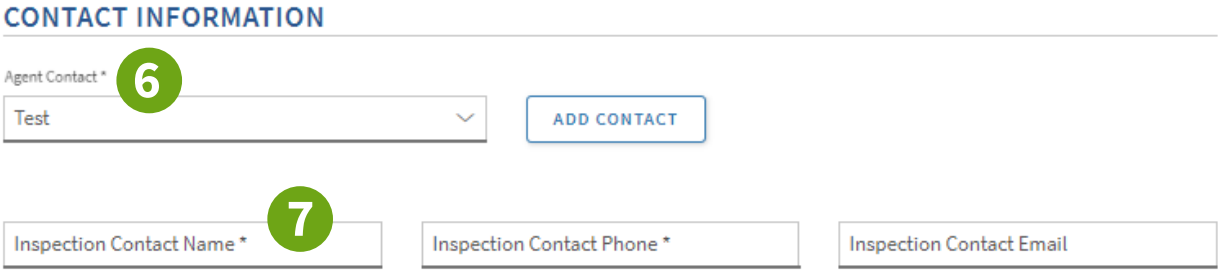


Contact Information

6 **Agent Contact –** Choose your name from the dropdown.

Note: If your name is not in the drop-down list, you can add it by clicking the 'Add Contact' box.

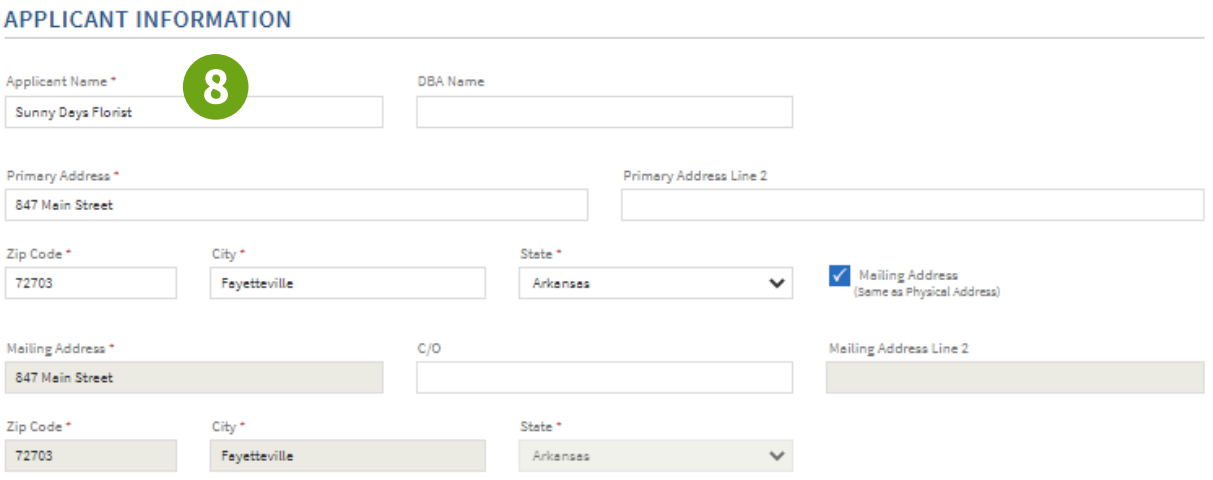
7 **Insured's Contact –** Enter the Insured's contact name, phone number and email and click Continue.



ezComp Rater

Applicant Information

8 Applicant information entered in the Appetite Guide will populate, amend if needed.

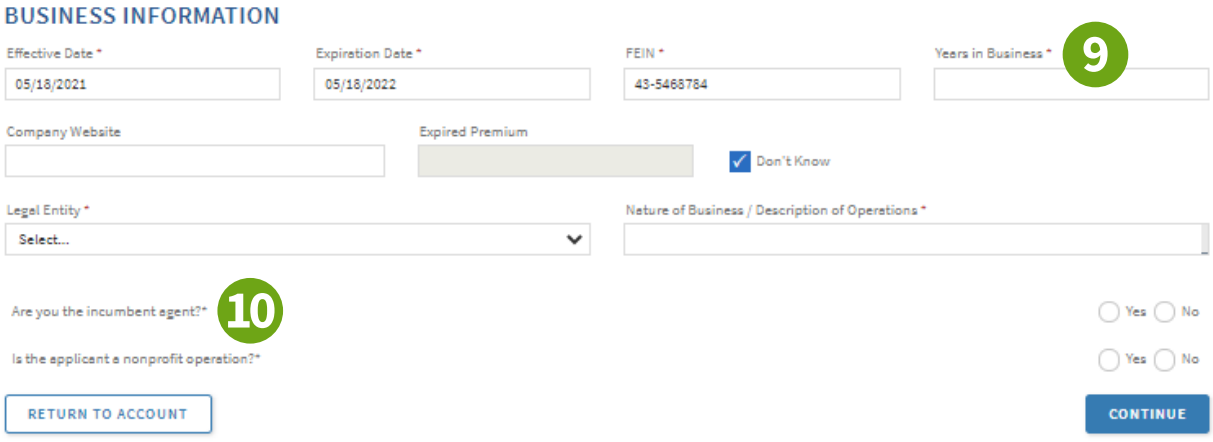


Business Information

9 Enter Years in Business, Legal Entity & Nature of Business as indicated by the asterisk (*).

10 Answer questions and click Continue.

Note: Company Website and Expired Premium are not required, but will help expedite underwriting.



Rating

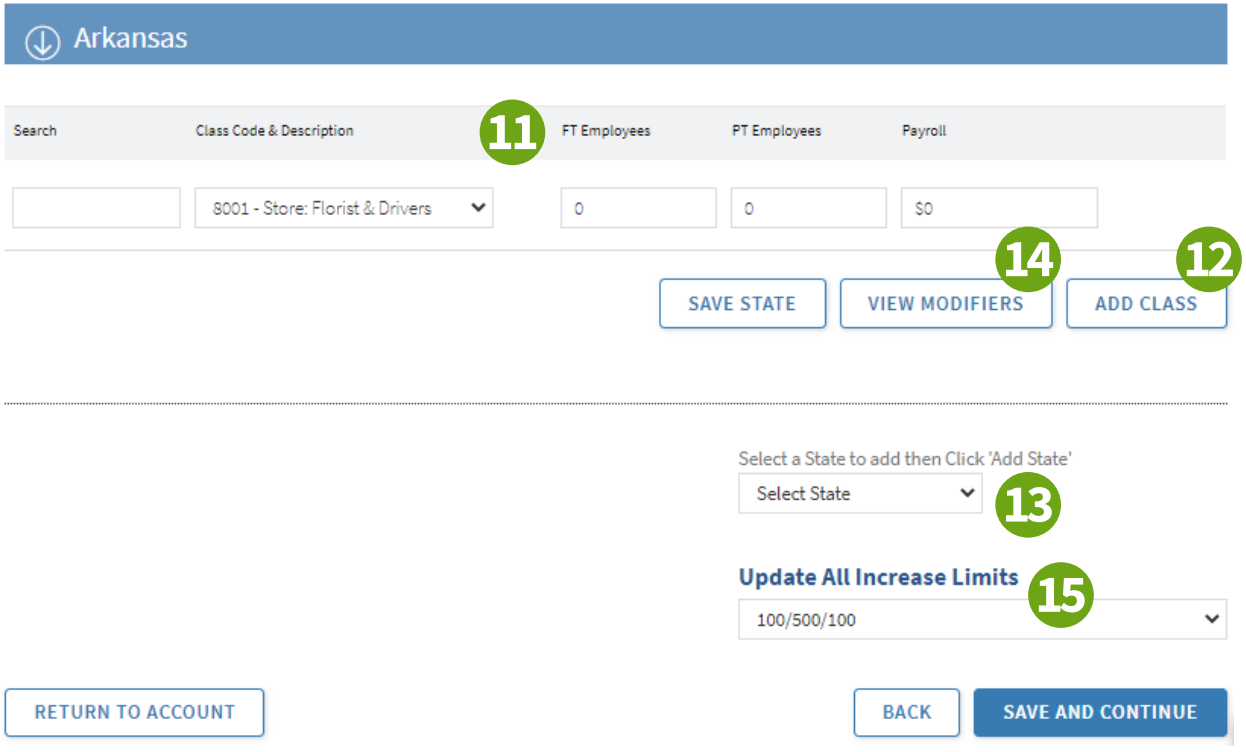
11 **Class Code –** Class code entered in the Appetite Guide will populate. Enter Full Time and Part Time employees and Payroll.

12 **Add Class –** Add a class by clicking Add Class button.

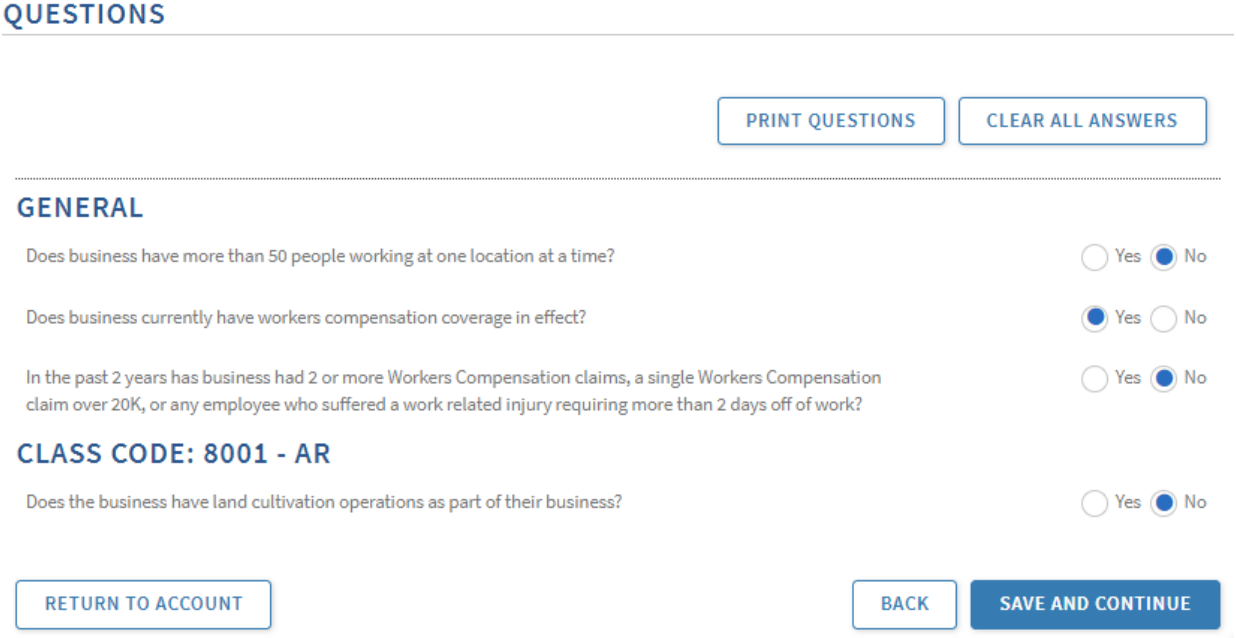
13 **Add State –** Use dropdown to choose the additional state(s).

14 **View Modifiers –** Enter modifier by clicking View Modifiers button.

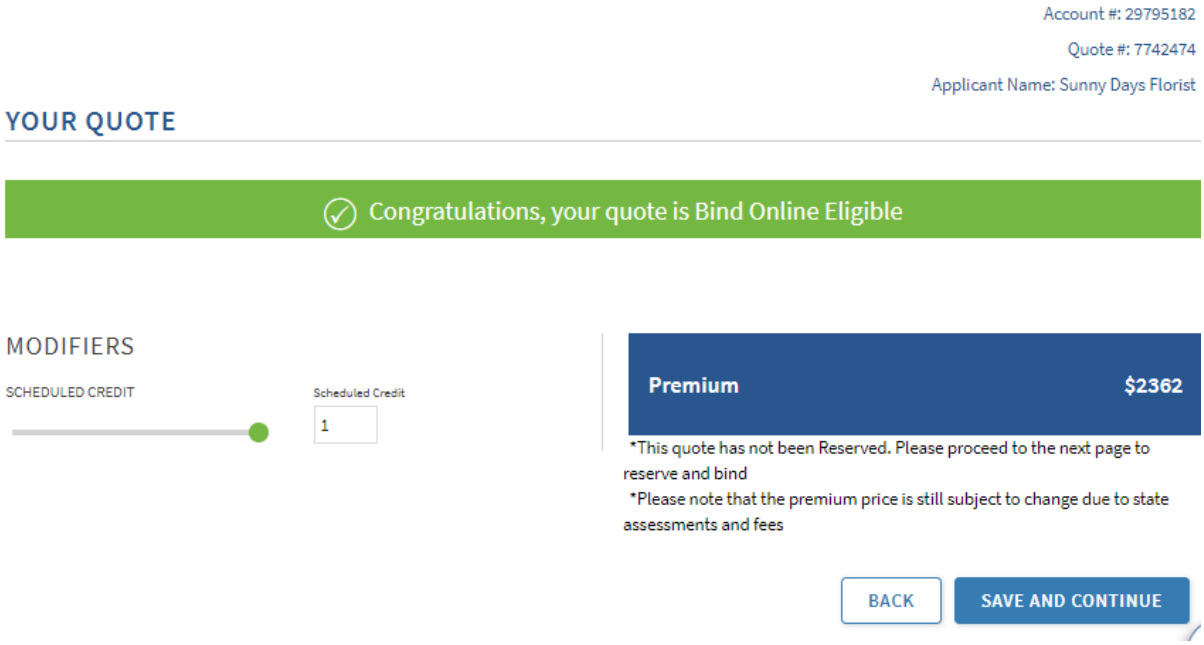
15 **Increase Limits –** Choose higher limits from dropdown, if applicable.



General and Class Code Questions



Your Quote



Account Management

16. If bind online eligible, the Bind button will appear along with the Submit to Underwriter (UW) button.
17. Print a proposal.
18. Rate or edit the quote.
19. Attach documents.
20. Message Underwriter.

Note: An ACORD can be created and printed or saved by clicking Generate Acord.