

Assurant Contracting Guide

The Assurant contracting link will be coming from the email address below.

- raplicensing@assurant.com -

An example of the email is below:

Hello!

Thank you for your interest in Assurant. Our insurance products are underwritten by American Memorial Life Insurance Company (AMLIC) in Rapid City, SD. Our goal is to contract applicants who share the same high standard of ethics and believe in protecting what matters most.

To begin, please click on the link at the bottom of this email to complete our onboarding process. **Note: the "Click here to start onboarding" link will expire in 10 days.**

If approved, your commission level will be:

The information below is to assist you with the onboarding process:

Agent Contract: A copy of the agent contract is available during onboarding. Please review the contract to accept all terms and conditions of appointment with AMLIC.

You will be required to print and upload documents during onboarding, including:

- 1. W-9:** Please print, sign, and upload during onboarding.
- 2. Anti-Money Laundering (AML) Training:** If available, a copy of your current federally mandated AML training certificate or our AML Attestation form.
-If not provided during the application process, certification or attestation of completion of the training will be required within 30 days of appointment. We can provide you access to this training course.
- 3. Voided Check:** To verify banking information for commissions, a copy of a voided check needs to be uploaded twice during onboarding.

Errors and Omission Insurance: This is requested, but not required.

Commission Advancing: Eligibility of commission advancing is based upon approval from AMLIC and your management. Commission advance months selected during onboarding may not be guaranteed for eligibility.


Upon submission of the online application, we will:

- Order a background check.
- Perform a full review of the application. This can take up to 7 business days.
- If additional data is needed, we will contact you at the information provided on the application.

After appointment approval, you will receive an email with your agent information and instructions for access to the VUE agent portal. Please visit the VUE training website <http://w1-atl.assurant.com/ctclient/preneed/vueportal/> for more training information.

Thank you!

Global Preneed Agent Services
Assurant
T 800.742.7021
F 605.719.0601

 ASSURANT®

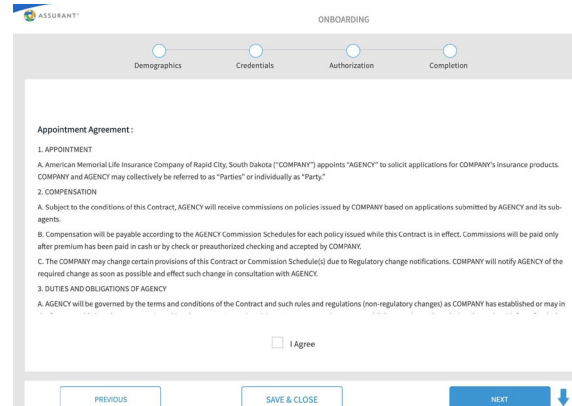
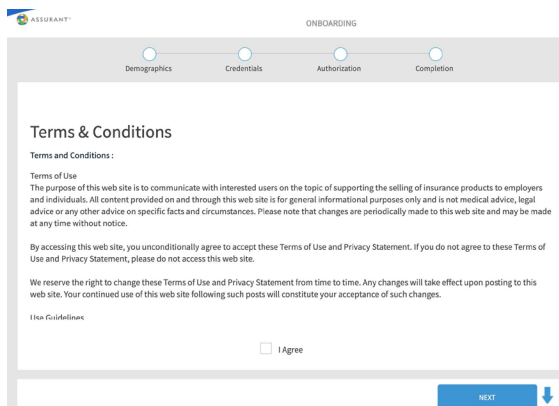
[Click here to start onboarding](#)

Click on the "Click here to start onboarding" link below the Assurant logo at the bottom of your contracting email.

You will be redirected to the Assurant contracting portal. Choose "Get Started".

Read through the Terms & Conditions, check the "I Agree" box and choose Next.

Read through the Agent Agreement, check the "I Agree" box and choose Next.



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Confirm that your SSN and Last name are entered correctly, and choose Next.

The screenshot shows the Assurant Onboarding interface. At the top, the Assurant logo is on the left and 'ONBOARDING' is centered. Below this is a progress bar with four steps: Demographics, Credentials, Authorization, and Completion. The 'Demographics' step is currently active. The main content area is titled 'AGENT PRIMARY INFORMATION'. Below this title, there is a legend: '* = Required'. The form contains three input fields: 'SSN *', 'Last Name *', and 'NPN *'. The 'SSN' and 'Last Name' fields are side-by-side, and the 'NPN' field is below them. At the bottom of the form, there are two buttons: 'SAVE & CLOSE' and 'NEXT'.

You will need to complete each onboarding section.

- **Demographics**
- **Credentials**
- **Authorization**
- **Completion**

Be sure to complete each required field which is marked with a red asterisk. You will be unable to move to the next section if the required fields are incomplete.

Once your application is submitted, the carrier will begin to process your contract!