

# Atlantic Coast Contracting Guide

## The Guide at a Glance

**1** Request your contracts using the customized [AgentContract.com](#).

After you make your requests at [AgentContract.com](#), wait 48 business hours. Then:

**2** Medicare Health Benefits will send you an email regarding the contracting process.  
You will receive an additional email with contracting links. Click these to move to Step #3.

After Step #2, you can immediately complete Step #3.

**3** Using the link and information from Step #2, you can register your account and begin the contracting application process.

Once you submit your contract, wait up to 2 weeks. Step #4 will occur.

Atlantic Coast will process your contract over the next several days. After everything is processed, you will receive a welcome email.  
**4** This welcome email will include your unique writing number, indicating that you are ready to sell!

*Continue reading the following pages for more details on the contracting process.*

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After you request to contract through AC.com, you will receive an email from the Senior Market Advisors Contracting Team with further information on contracting.

## Email Example

From: "AgentContract.com Contracting" [contracting@seniormarketadvisors.com](mailto:contracting@seniormarketadvisors.com)

Hello Agent!

We are reaching out to you in regards to your request to contract with Atlantic Coast.

You will receive a unique e-contracting link from [contracting@seniormarketadvisors.com](mailto:contracting@seniormarketadvisors.com) within 24-48 hours. Once the link is completed, you will receive a welcome email within 5-7 business days.

If you have any questions or concerns, please email [contracting@seniormarketadvisors.com](mailto:contracting@seniormarketadvisors.com).

Thank you for contracting with Senior Market Advisors.

-Senior Market Advisors Contracting Team

You will also begin receiving contracting links specific to you for the carriers that you requested within 24-48 hrs. These links will be coming from a wide variety of email addresses, so please keep an eye out on your email.

## Email Example From: [contracting@medicarehealthbenefits.com](mailto:contracting@medicarehealthbenefits.com)

Dear Agent,

Thank you for your interest in : Atlantic Coast Life Insurance Company

Please complete your contract(s) using our Agent ~~Xcelerator~~® e-Contracting platform using this link:

<https://agency.agentxcelerator.com/RegisterExt/CustomSTSLogin?REQUESTID=OTFjYTgoZGETM2QwMyo0YjUxLTlmMDctZWRkZDAwZjFkMDg3Lo9uYm9hemRpbmc=>

After you register/sign in, turn off Pop-up Blocker then select each Carrier on the My Pending Activities dashboard located under the Producer Contracting menu.

If you need help or if you have questions please contact me or call Agent Support at 844-550-1200.

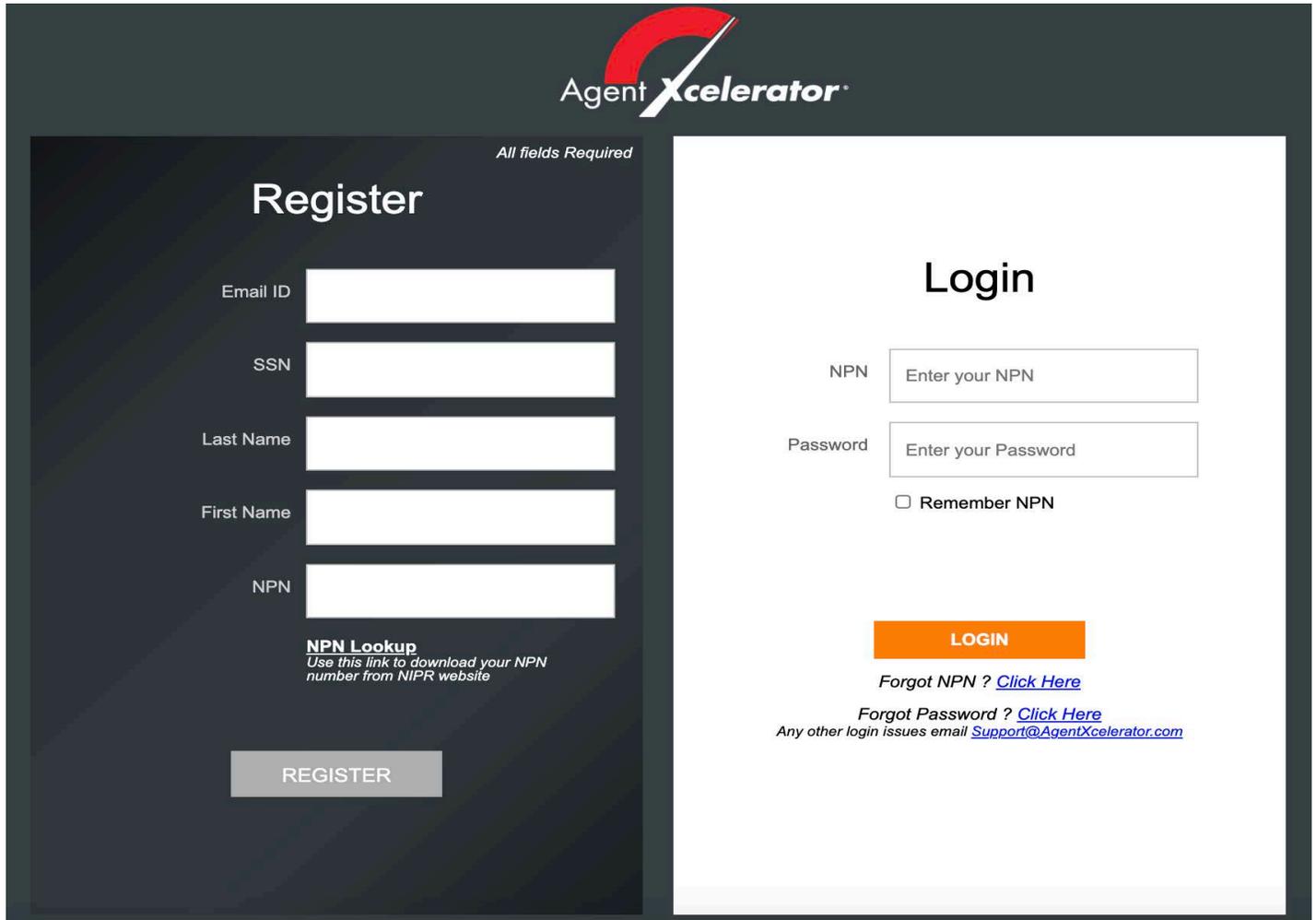
Thank you for your interest,

SENIOR MARKET ADVISORS LLC

Note: The contracting link is unique to you and will be different than the link in the above example.

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1. Click on the contracting link provided in your contracting email.
  - a. If this is your first time using AgentXcelerator, complete the registration portion.
  - b. If you have previously used AgentXcelerator, login with your credentials.



The image shows the AgentXcelerator web interface. At the top center is the logo with a red arc and the text "AgentXcelerator". Below the logo, the page is split into two main sections: "Register" on the left and "Login" on the right. The "Register" section has a dark background and contains the text "All fields Required" at the top right. It features five input fields: "Email ID", "SSN", "Last Name", "First Name", and "NPN". Below these fields is a link for "NPN Lookup" with the instruction "Use this link to download your NPN number from NIPR website". At the bottom of the register section is a grey "REGISTER" button. The "Login" section has a white background and contains two input fields: "NPN" and "Password". Below the password field is a checkbox labeled "Remember NPN". At the bottom of the login section is an orange "LOGIN" button. Below the button are two links: "Forgot NPN ? Click Here" and "Forgot Password ? Click Here". At the very bottom of the login section is a link: "Any other login issues email Support@AgentXcelerator.com".

2. Once logged in, select Atlantic Coast Life Insurance from the My Pending Activities dashboard.



The image shows a screenshot of the "My Pending Activities" dashboard. At the top left is the title "My Pending Activities". Below the title is a navigation bar with icons for home, mobile, signal, location, and a "View Select" dropdown menu. Below the navigation bar is a table with the following columns: "Carrier Name", "Agent or Agency Name", "Principal Agent Name", "Invitation Level", "Invitation Status", "Invitation Status Date", "Invite Sent Date", "Marketer or Recruiter Name", and "Immediate Upline". The table contains one row of data:

Carrier Name	Agent or Agency Name	Principal Agent Name	Invitation Level	Invitation Status	Invitation Status Date	Invite Sent Date	Marketer or Recruiter Name	Immediate Upline
Atlantic Coast Life Insur...	Woodward, Carla		MGA*	Not Started		08/04/2021	SENIOR MARKET ADVI...	SENIOR MARKET ADVI...

3. Select Get Started in the bottom right hand corner.

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4. Select how you will be contracting, as an agent or an agency.

## PRODUCER CONTRACTING

Atlantic Coast Life Insurance Company

### INDIVIDUAL / CORPORATION

Select the appropriate option to indicate if you would like to contract as a corporation/agency or an individual agent. If you select Agency, select the Principal Agent using the options provided.

Once you click "Next" on this page, you cannot change this information in this e-Contract invitation.

If you need to make changes after you leave this page, contact SENIOR MARKET ADVISORS LLC to send you another invitation for this carrier contract.

Agent/Agency\*

Select

5. Complete all sections and upload all necessary documents.

**Once your contracting has been completed, submit your contracting.**

Once you have submitted the contract, Atlantic Coast will start processing the contract. Once the contract is processed, you will receive a welcome email directly from Atlantic Coast, normally within 3-5 days.

The welcome email will include your unique writing number.

**Once you receive your writing number, you are Ready to Sell!**

**Note: It can take between 1-2 weeks to become appointed depending on the time of year.**