



We have a mutual interest – **you**.

BULLETIN

TO: All Mutual of Wausau Agents
FROM: Sue Gearin - Underwriter
DATE: August 13, 2014
RE: New Business Quoting System

We are pleased to announce that effective Friday, August 15, 2014, our new policy quoting system will be available to our agents. You may access the system by following the instructions in the attached Quoting System Instruction sheet. The old IWS quoting system will remain active until September 19, 2014, so that agents may submit applications from quotes currently saved in that system. Please do not enter any new quotes into the IWS quoting system after Thursday, August 14, 2014.

Our newly designed quoting system provides our agents with requested technology that includes:

1. The ability to make an on-line payment for a new business application (without calling the company).
2. The ability for Agents to quote changes and “what if” scenarios on existing policies.
3. Portability – since the system is web based, Agents may access the system by any computer (even by smart phone) without having to log-in to the Mutual of Wausau website.
4. Most application supplemental forms have been built into the system – no need to mail in forms.
5. **And...** we are happy to announce that our agents no longer need to forward a copy of the signed application to Mutual of Wausau. We will routinely perform an audit of your applications to make sure signed applications are being obtained and retained by the Agency.

Homeowner, Farmowner, Dwelling Fire and Mobile Homes can be quoted in the new system. We are currently working on the Umbrella quoting system which will be released soon. Please use a paper application and the on-line manual and rate pages found on our website to quote an umbrella until the Umbrella program is released. Also, please continue to contact your Underwriter for all Commercial Quotes.

We are providing several training tools to assist in familiarizing you with the new quoting system.

1. **Quoting “Cheat Sheet”** (attached to this email and a laminated version will be mailed to your office) – This sheet was developed to assist you with navigating through the system from starting a quote to application submission. If you get “stuck” in an area, just find the system tab on the sheet and find directions for navigating through that section of the system. If this does not answer your question, please feel free to contact your Underwriter for more information.
2. **Training Videos** – Located on the home page of the BriteCore Agency Portal are several short (2-3 minute) instruction videos for all aspects of the quoting system. We recommend that you view the videos before you initially log into the quoting system.
3. **Personal Instruction** – Our Underwriters are available to assist you with questions regarding the quoting system and we will provide webinar quoting classes if needed and requested by our agents.

There are many benefits to the new quoting system for our Agencies including 100% rate accuracy in the quoting system, quicker application issuance, and policy accuracy once issued. Your feedback on the quoting system is valuable to us. Please contact your Underwriter with any questions or suggested improvements.

Thank you.

Bulletin 14-02