



WEBSITE INSTRUCTIONS

Insuranti Career Team-Team Leader

Go to: www.are.TheBrokersAdvantage.com

1. Click '*Web Login*' at the top right corner of the screen
2. Click '*Click Here to Sign Up*' located at the bottom of the page
3. Go to 'Agent Registration' and enter:
 - a. Your email address
 - b. Create a Password
 - c. E-Mail Preference: Select 'HTML' for high speed, 'Text' for dial up
 - d. Your Name
 - e. Your date of birth
 - f. Select Career
 - g. Enter Referring Agent ID: **46014** and Referral Code: **JWG2967**

Click '*Submit*' to submit into the system the entered data
An email will be sent to you, open the email.

Once the email is received:

1. Click the BLUE link that says '*Click Here*' to view the sign in page.
2. Enter your email address and password
3. Agree to the '*Agent Acknowledgement*'
4. Complete the 13 step profile
5. On the last page, click '*Continue to Licensing*'
6. Input your license date, enter your license under the License Type that you have, (If doing MA sales, the licenses must have a Health included in the type
7. At the bottom click '*Continue to Appointments*'
8. Apply for (enter the carrier(s) with which you would like to request an appointment)
9. Click '*Add Selected Items*' to cart
10. Click '*Check Out Now*'
11. Click '*Agree to Statements*'
12. Click '*Place Order*'
13. Agree to Disclaimer
14. Click on the Direct Deposit tab, fill in necessary information, then click Submit Direct Deposit Information.

The next page that appears will list the documents you need to print. Click each document, review for empty areas you may need to click on the fill out, print.

For agents under you, you will provide them with your referral ID and agent code. For agents under your supervising agents they will use your sub agents code and referral ID, so on and so forth down the line.

The screenshot shows the Insuranti web application interface. At the top, there is a navigation bar with links: Info Central, My Account, My Hierarchy (circled in black), My Business, My Statements, Reports, Help Desk, and Log Out. The user is logged in as 'chris jones' with a last access time of 8/26/2009 10:37 AM. The main content area is titled 'Agent Hierarchy' and shows a dropdown menu for 'Current Agent' with 'jones, chris' selected. Below this is a 'Contact Info' section with a 'Back to Top' link. Underneath is an 'Agent Info' table with the following data:

Agent ID	46014
Referral Code	JWG2967
Agent Type	Career Agent
Manager	Insuranti, Inc. (Career) (46159)
National Affiliation	Insuranti, Inc. (Career) (46159)

Complete and sign the printed documents and email with your licenses and current E&O certificate to:

336-474-8991 - or -

Email to: Agentcontracting@assuregrp.com
Attention: Contracting and Licensing Department

If you need technical assistance please call 1-866-224-8450

Jake Summers ext. 1220 (IT support)
Diane Slack ext. 1115 (Agent Support)
Melody Goodwin ext. 1171 (Agent Contracting)