

AGENTTRAX.NET agenttrax.net is now a live Web-portal. Instructions for entry and registration are as follows:

DIRECTIONS FOR AGENTTRAX REGISTRATION

STEP 1: GO TO WWW.AGENTTRAX.NET

STEP 2: CLICK THE SALES MANAGEMENT LINK

STEP 2: CLICK REGISTER HERE

STEP 3: ENTER YOUR AGENT INFO INTO THE REQUIRED FIELDS AND HIT SUBMIT (IF YOU DO NOT KNOW YOUR AGENT KEY NUMBER YOU CAN OBTAIN THIS INFORMATION FROM YOUR MANAGER.)

STEP 4: YOU WILL RECEIVE AN EMAIL LETTING YOU KNOW THAT YOU HAVE SUCCESSFULLY REGISTERED TO AGENTTRAX.

STEP 5: ON THE EMAIL YOU WILL SEE A LINK, ACCOUNT ACTIVATION PAGE. THIS LINK WILL ALLOW YOU TO CREATE YOUR PASS WORD FOR LOG IN PURPOSES.

DIRECTIONS FOR ENTERING NEW BUSINESS INTO AGENTTRAX

STEP 1: GO TO WWW.AGENTTRAX.NET

STEP 2: CLICK THE SALES MANAGEMENT LINK

STEP 3: ENTER IN YOUR EMAIL ADDRESS AND THE PASSWORD YOU CREATED AND LOG IN.

STEP 4: CLICK PRODUCTION

STEP 5: CLICK ADD NEW POLICY

STEP 6: SELECT A STATE (THIS WILL ONLY SHOW THE STATES YOU ARE APPOINTED WITH)

STEP 7: SELECT COMPANY CODE

STEP 8: SELECT THE PRODUCT ID (MAKE SURE YOU SELECT THE CORRECT PRODUCT ID, IF YOU SELECT THE WRONG PRODUCT ID THIS COULD EFFECT YOUR PAY CHECK.

STEP 9: AFTER YOU SELECT YOUR PRODUCT CODE, ALL OF YOUR REQUIRED FIELDS WILL COME UP, COMPLETE EACH ONE, AFTER YOU COMPLETE HIT SUBMIT.

STEP 10: AFTER YOU HIT SUBMIT IT WILL TAKE YOU BACK TO YOUR PAGE, YOU WILL BE ABLE TO VIEW ALL APPS KEYED INTO THE WEB PORTAL.

STEP 11: TO ADD MORE PRODUCTION SIMPLY CLICK THE ADD NEW POLICY LINK AND PROCEED WITH YOUR STEPS.

IF YOU HAVE ANY QUESTIONS PLEASE CONTACT YOUR MANAGER.