EZPay Process

American Modern is focused on obtaining updated EZPay Forms that connect to a traceability database. This will allow a seamless conversion from modernLINK to AMsuite for existing EZPay customers, and ensures EZPay customers do not lapse in EZPay automatic payments.
The process for AMsuite and modernLINK is outlined in this job-aid.

AMsuite new business

If customer elects to E-Sign then completed authorization forms will be automatically uploaded to the system. If they elect Traditional Signature, follow the steps below.

EZPay Process

Manufactured Home - Quote (0000000776)

Polly Holder
Click the Named Insured above to access mailing/account address

Attention! Documents containing unmasked credit card numbers or sensitive nonpublic personal information (NPPI), such as a social security number should not be uploaded to the policy. Company guidelines prohibit such information being accessed or displayed. These documents must be securely retained in your office. All other documents must be uploaded to the policy file. Failure to comply could result in a breach of contract. Maximum of 50 documents displayed. To find specific documents, click the Summary tile to view AMsuite Core and search on the Documents page to view more.

Documents
Please be aware that the file name as it is stored on your computer will display as the document Name as you may want to change the file name (e.g. unit 1 photograph) before uploading.

Type	EZPay Authorization Form ▼
Form Name *	EZ Pay Form.docx
EZ Pay Form Version *	▼

> Choose EZPay form version. Form revision date can be found on the bottom of the form.

Upload   **Cancel**

If user tries to attach a form with the 10-15 version date selected, a warning message in bold red font shall display: 'Action Required: This form version is no longer valid.' Please provide your insured with their activation code located on the Billing page and refer them to www.amig.com/mypolicy to complete a new EZPay authorization form.'
Note: Only forms with revision dates of 05-18, 02-19 and RE04-19 are current and acceptable.

EZPay Process

Account: Polly Holder

Manufactured Home (990001621) In Force

SUMMARY	CONTACTS	VIEW/ADD ACTIVITIES	VIEW/ADD NOTES	VIEW/UPLOAD DOCUMENTS	BILLING / MAKE PAYMENT
≡	👥	2	1		✓

Attention! Documents containing unmasked credit card numbers or sensitive nonpublic personal information (NPPI), such as a social security number should not be uploaded to the policy. Company guidelines prohibit such information being accessed or displayed. These documents must be securely retained in your office. All other documents must be uploaded to the policy file. Failure to comply could result in a breach of contract. Maximum of 50 documents displayed. To find specific documents, click the Summary tile to view AMsuite Core and search on the Documents page to view more.

Documents

Please be aware that the file name as it is stored on your computer will display as the document Name as you may want to change the file name (e.g. unit 1 photograph) before uploading.

+ Upload Documents   Search documents

When the policy is issued, the EZPay form can be viewed on the View/Upload Documents page.

Description	Type	Author	Date Uploaded
📄 EZ Pay Form	EZ Pay Form	EZPay Authorization Form	autotester2	6/2/19

AMsuite existing business

Account: Julia EZPay

Tenant (990001620) In Force

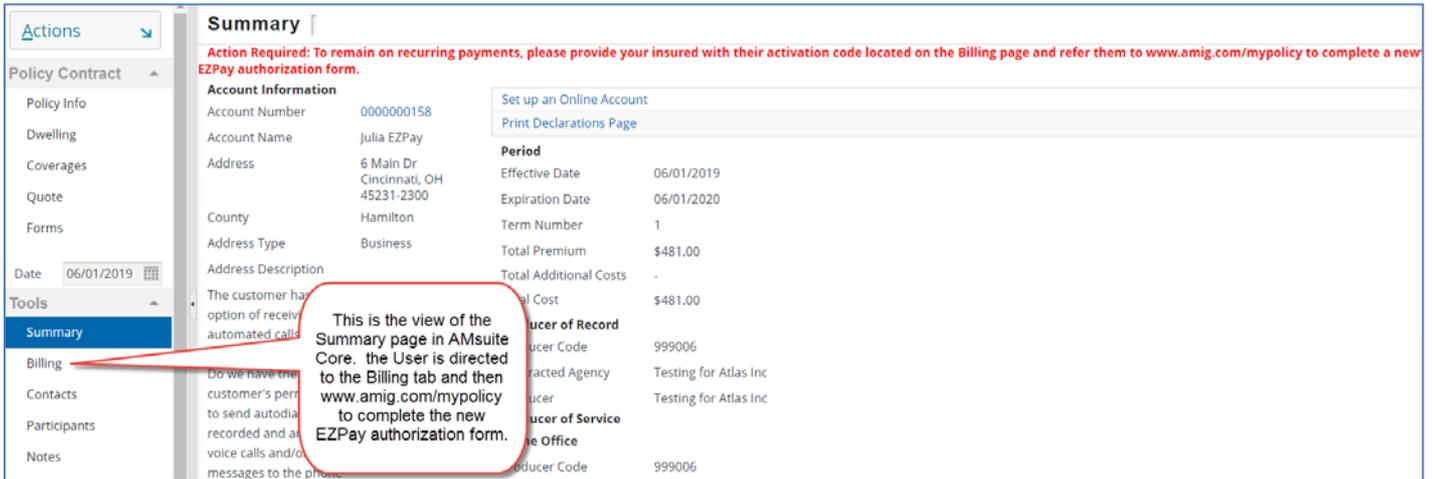SUMMARY	CONTACTS	VIEW/ADD ACTIVITIES	VIEW/ADD NOTES	VIEW/UPLOAD DOCUMENTS	BILLING / MAKE PAYMENT
≡	👥	0	0		✓

✏ Change Policy   ✖ Cancel Policy   >AMsuite Core   Set Up An Online Account

The message below will appear when the existing policy does not have the correct EZPay form version on file. Click on Billing/Make Payment tile.
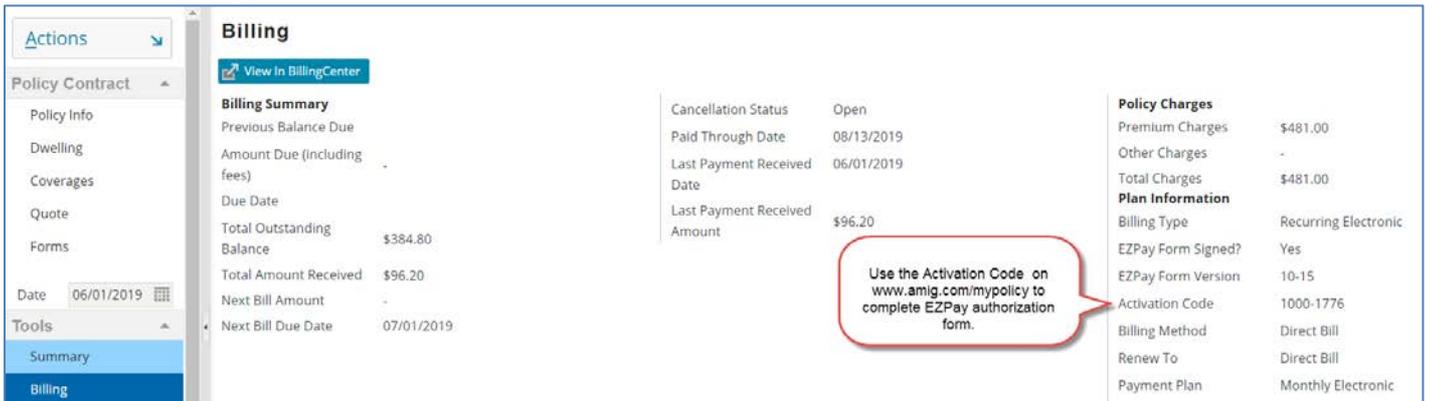
DECLARATION PAGE
APPLICATION (unsigned version)
Action Required: To remain on recurring payments, please provide your insured with their activation code located on the Billing page and refer them to www.amig.com/mypolicy to complete a new EZPay authorization form.

EZPay Process

Billing/Payment

[Make a Payment] [Change Payment Plan Details]

Current Payment		Payment Plan Info		Charges	
Previous Balance	$0.00	Bill To	Julia EZPay	Premium Charges	$481.00
Amount Due (Including fees and previous balance)	$0.00	Billing Type	Recurring Electronic	Other Charges	$0.00
		EZPay form signed?	Yes	Total Charges	$481.00
Due Date		EZPay form version	10-15		
		Activation Code	1000-1776		
		Payment Plan	Monthly Electronic		
		Billing Method	Direct Bill		
		Renew Method	DirectBill		

> Here is the Activation Code. Direct policyholders to www.amig.com/mypolicy to complete the new EZPay authorization form.

EZPay Process

AMsuite Core-existing policies

This is the view of the Summary page in AMsuite Core. the User is directed to the Billing tab and then www.amig.com/mypolicy to complete the new EZPay authorization form.

Use the Activation Code on www.amig.com/mypolicy to complete EZPay authorization form.

EZPay Process

modernLINK Motorcycle & Collector Vehicle

EZPay Activation Code-found on the Billing tab.

Choose EZPay Authorization Form from the drop down on the Attachments tab.

Choose form version. Form date can be found on the bottom of the EZPay Authorization form. Click Upload Files.

EZPay Process

modernLINK Dwelling and Manufactured Home

In modernLINK, prior to issuance, the EZPay form is obtained from the Print icon located on the olive colored bar at the top of the summary page. The policy must be issued before the EZPay form can be uploaded. It is uploaded on the Summary page.

| Save | Print | Submit | Delete | Decline |

Your calculated total premium is $ 2422.00

This quote does not represent bound coverage and is subject to underwriting approval.

Note: When using a mouse, please select the desired dropdown option and click the mouse icon 🐾 at the end of each line.

Billing Info

Policy Term:	12 Months
Agent Billing Option:	Direct Bill
Payment Plan:	EZPAY(EFT)/Monthly ▾
Minimum Down Payment (includes service charge, if applicable):	404.66
Down Payment Method:	EFT Down Payment ▾
Payment Amount Received:	404.66
Down Payment Paid By:	Insured ▾
EZPay(EFT) Bank ABA Number:	123123123
EZPay(EFT) Account Number:	123456
EZPay(EFT) Account Type:	Checking ▾
EZPay(EFT) Date of Month (01-28):	06
Send all remaining bills to:	Insured
Send renewal bills to:	Insured

EZPay Process