HOW TO REQUEST A QUOTE ON BIG “I” MARKETS

On the Home page there are three sections of Products; Commercial, Personal, and Offline*. Most items under Offline are not actually quotable, check the Information page for more details.

Clicking on a specific product will take you to its Underwriting & Coverage (or Information) page. The Information page contains specific details about the product.

The various underlined sections will take you to different sections of the page or you may simply scroll down. One of these sections is “Requirements for Quoting & Binding” which gives specific instructions on quoting. The first is usually click on Request A Quote.

Products shown in images are for illustrative purposes only and may not be available in your state. Please log in to www.bigimarkets.com for product availability.
Request A Quote opens the Quote Request Wizard. On Step 1 there are two questions. “What is the primary state of risk?” and “Who shall be the Primary Contact?” These will default to your state and your name unless you only have the CSR role in which case you will need to use the drop-down box to select someone identified as a Producer in our database.

- Only a licensed agent may be the Primary Contact.
- In South Carolina only an agent with a Broker License may the Primary Contact.
- The Secondary Risk button need only be used with the Affluent Program with multi-state risks.

On Step 2 you may either Select an existing Consumer, Search for them, or Add a New one.
If you selected an existing Consumer these fields will be blank. Otherwise you will just need to fill in the **Requested Effective Date**. If the Physical Address and Mailing Address are the same, just fill in the Physical Address and **select the Yes option** to automatically fill in Mailing Address.

![Quote Request Wizard](image)

The next Step varies depending on the risk. **In all cases** you will need to get to the last page and click on "Submit" to create a Quote Detail page

1. For some products all the data is filled in online.
2. For some products some data is filled in online and then a button will either
   a. Allow you to download a separate application/supplemental application(s) to be filled out and either
      i. Attached to the Quote Detail page
      ii. Faxed to Big "I" Markets and we will attach it for you
      iii. Submitted to the underwriter directly (by fax or email)
   b. Take you to the provider’s website to submit data. Remember to return to the Quote Request Wizard and finish creating a Quote Detail page
3. For a select few products you will be asked a few questions and the underwriter will contact you directly complete the application.

**If you have any process questions you may call out Technical Support Hotline at 703-647-7800 (M-F, 9-5 Eastern).**
This is an example of a Quote Detail page. This will be used during the quoting process and during the life of the policy. The Quote Detail number is useful in identifying a specific Quote Detail page, especially if you have multiple pages for the same client.

### Quote Detail - 86364

<table>
<thead>
<tr>
<th>#</th>
<th>Subject</th>
<th>Author</th>
<th>Date &amp; Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Quote Requested</td>
<td>Producer, Test</td>
<td>4/16/2012 10:17 AM</td>
</tr>
</tbody>
</table>

**Quote Version**: Version #1 (Current)

**Quote Status**: Quote Requested

**Tell us what you think**

**State of Risk - Primary**: Test

### Product Information

- **Product Name**: Company Test Product
- **Product Type**: Commercial
- **Product Category**: Commercial

### Underwriter Contact Information

- **Name**: Manager, Product
- **Fax Number**: 7036537356

### Agency Contact Information

- **Agency Name**: Pills Test Agency
- **Producer, Test**: manippillai@gmail.com
- **Address**: 42455 Keys Dr
  19 Kiplingtona
  Alexandria, AL 22314
  703-6834422
  3333-333333

### Consumer Contact Information

**Commercial**

- **Requested Effective Date**: 12/31/2014
- **Commercial Name**: Test Co
- **Physical Address**: 122 ST
  Alexandria, VA US 22314
- **Mailing Address**: 122 ST