
UTICA FIRST
AGENCY LINK
LANDLORD WEB RATING SYSTEM



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NEW BUSINESS TUTORIAL

ACCESSING THE NEW BUSINESS TUTORIAL

Click the **Agency Information** button:



Action Links

- Home
- + Get a Quick Quote
- + Create New Quote
- Existing Quotes
- Notice of Loss
- Account Search
- Policy Search
- Billing Search
- Claims Search
- iSolutions Quotes

Support Links

- Agency Information
- Quick Tips
- Help/Tutorial
- Glossary
- e2Value Home Estimator
- Agency Reports
- Agent's Inbox
- Feedback



Agency Link / Home

Welcome to Utica First's New Agency Inquiry and Rating Website!

At the left are available options to use. For additional help please review the tutorials.

Result: The Agent Information page will be displayed.

Next, click the **Help and Tutorial** tab.



UTICA FIRST
INSURANCE COMPANY

The Northeast's *Niche Professionals*

Home Company News Forms Commercial Lines Manuals Personal Lines Manuals Help & Tutorials

Agency Information

Welcome!

The Agent Portal allows agents access to information necessary to serve their customers. Here at the Agency Information section, you will find:

- Company news and information
- Agency E-mail Archive
- Underwriting guidelines and manuals
- Policy forms
- A company directory
- Tutorials for the different sections of the portal



Select the document you want.



The Northeast's *Niche Professionals*

[Home](#)

[Company News](#)

[Forms](#)

[Commercial Lines
Manuals](#)

[Personal Lines
Manuals](#)

[Help & Tutorials](#)

Help & Tutorials

Document Name	Size
HELP	
Online Documents Frequently Asked Questions	13 KB
Quick Tips	23 KB
TUTORIALS	
Agency Link Website Tour	1,328 KB
BIS Reports	891 KB
Notice of Loss	1,120 KB
Online Documents	222 KB
Web Inquiry System	2,574 KB
New Business	
Web Rating System (Landlord)	1,790 KB
Web Rating System (Homeowner)	1,250 KB
Web Rating System (Artisan)	1,857 KB
Web Rating System (BOP)	728 KB

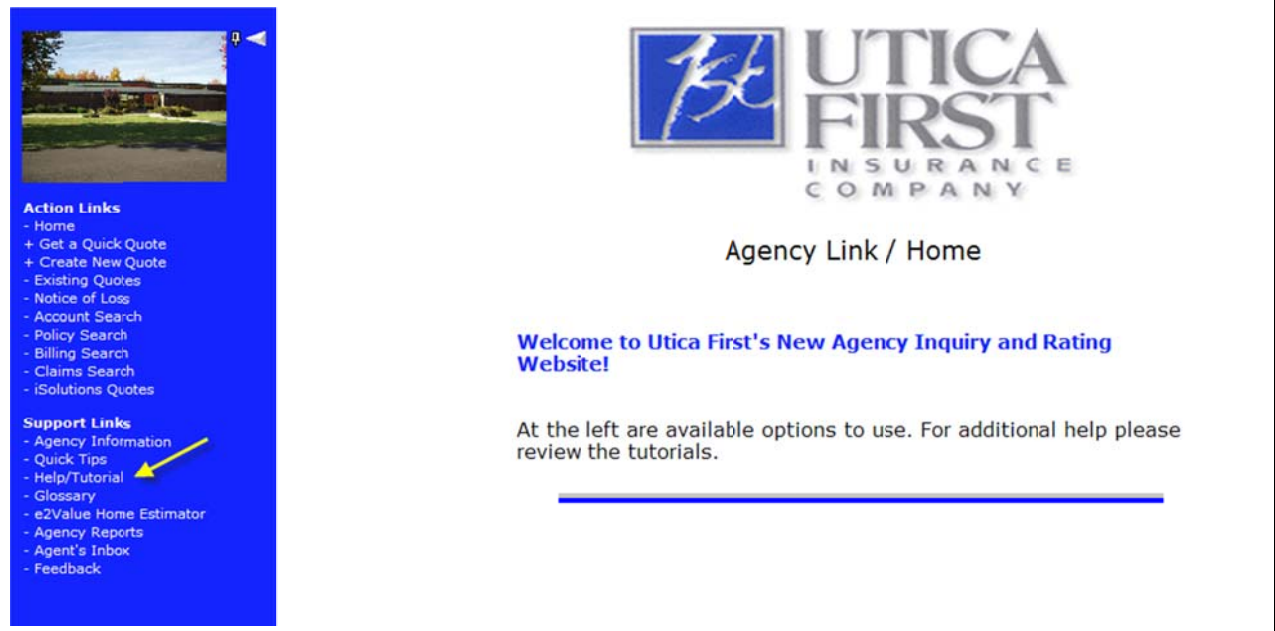


[TOP](#)

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ACCESSING THE LANDLORD RATING MANUAL

Click the **Help/Tutorial** link.



The screenshot shows the Utica First Insurance Company website. On the left is a blue sidebar with a list of links. A yellow arrow points to the 'Help/Tutorial' link in the 'Support Links' section. The main content area features the company logo, the text 'Agency Link / Home', and a welcome message: 'Welcome to Utica First's New Agency Inquiry and Rating Website!'. Below this is a horizontal line and the text: 'At the left are available options to use. For additional help please review the tutorials.'

Action Links

- Home
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- + Create New Quote
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UTICA FIRST INSURANCE COMPANY

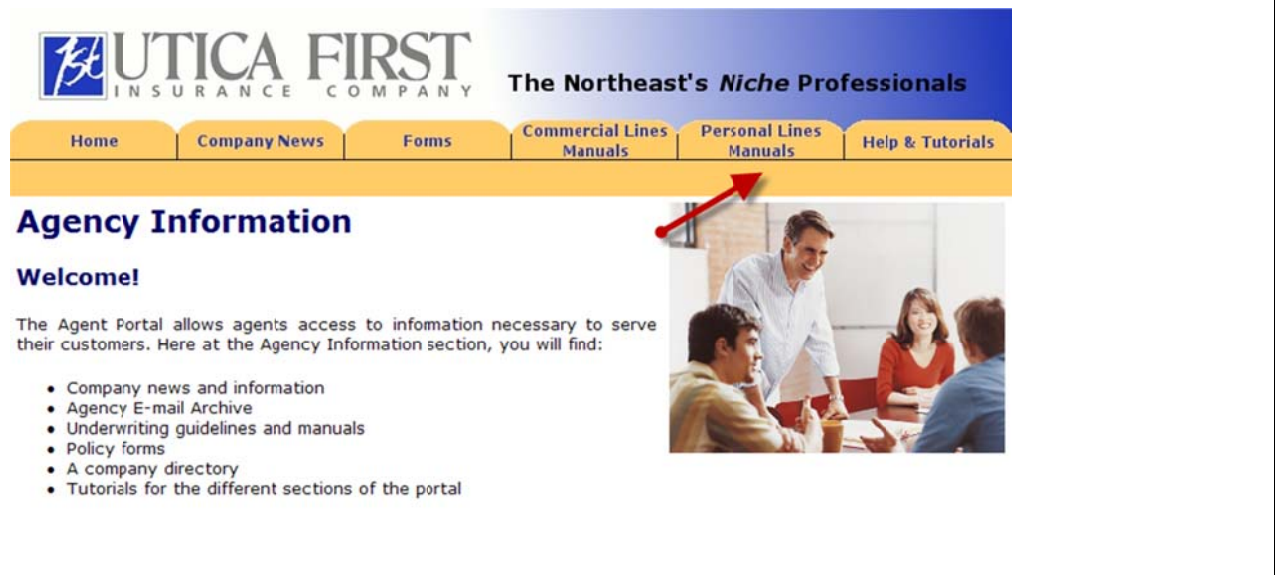
Agency Link / Home

Welcome to Utica First's New Agency Inquiry and Rating Website!

At the left are available options to use. For additional help please review the tutorials.

The Agent Information page is displayed.

Click **Personal Lines Manual** button.



The screenshot shows the Agency Information page on the Utica First Insurance Company website. The top navigation bar includes links for Home, Company News, Foms, Commercial Lines Manuals, Personal Lines Manuals, and Help & Tutorials. A red arrow points to the 'Personal Lines Manuals' link. Below the navigation bar is the 'Agency Information' section with a 'Welcome!' message and a list of available resources. To the right of the text is a photograph of three people in a meeting.

UTICA FIRST INSURANCE COMPANY The Northeast's *Niche* Professionals

Home Company News Foms Commercial Lines Manuals Personal Lines Manuals Help & Tutorials

Agency Information

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- Tutorials for the different sections of the portal

Select the state you are looking for.

UTICA FIRST
INSURANCE COMPANY

Home Company News Forms

Personal Lines Manuals

- [Connecticut](#)
- [New York](#)
- [Pennsylvania](#)

Note: Not all agency manuals are currently available to download until they become available.

Important Notice: Manuals available on this site contain copyrighted AAIS material or information that must be limited to company employees, or on behalf of Utica First Insurance Company. However, those individuals making available AAIS materials and information to anyone other than...

Select the document you want to review.

Home Company News Forms

New York Personal Lines Manuals

Manual Name

- [Underwriting Guideline Manual](#)
- [Policy and Billing Options](#)
- [Homeowners Program](#)
- [Landlords Package Policy Program](#)
- [Mobile-Homeowners Program](#)
- [Personal Umbrella Rates](#)

Note: Not all agency manuals are currently available to download until they become available.

The document you select will open in a new window using the Adobe Reader.

Note: If you do not have Adobe Reader, you can download it by clicking the 'get Adobe Reader' button on the bottom of the page.

DOING WORK AS ANOTHER AGENT

QUOTING AS A DIFFERENT AGENT

If you have the authority to quote as another agent (for example, a New York agent quoting as his Pennsylvania subcode or an agent with 6 sub-coded offices quoting as one of the other offices besides his own) and need to do so, click on the agent name next to **Agency** in the left frame.



User: [Name]
Agency: [Dropdown Menu]
Action Links
- Home
+ Create New Quote
- Existing Quote
- Notice of Loss
- Policy Search
- Billing Search
- Claims Search
- Solutions Quotes
Support Links
- Agency Information
- Quick Tips
- Help/Tutorial
- Glossary
- e2Value Home Estimator
- Agency Reports
- Agent's Inbox
- Feedback



Agency Link / Home

Welcome to Utica First's New Agency Inquiry and Rating Website!

At the left are available options to use. For additional help please review the tutorials.

The Select Agency screen will appear.

Select Agency

Use the search form below to find the agency you wish to select, and click its link to continue.

NOTE: Selecting another Agency will end your current action and return you to the home page.

Agency ID:	Agency Name:	State:	Search
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Search"/>

Agency ID	Agency Name	State
2438000	New York A.L. Test Agency	NY
2439000	Connecticut A.L. Test Agency	CT
2440000	New Jersey A.L. Test Agency	NJ
2441000	Pennsylvania A.L. Test Agency	PA
2442000	Ohio A.L. Test Agency	OH

1

[Cancel](#) | [Exit](#)

Click on the appropriate subcode you wish to work with and the home page will be displayed, this time showing the agent you selected to work with. Notice the original agent is *not* shown. Instead, the agent you now selected will appear as the *Agency*.

USING THE WEB RATING SYSTEM

OPTIONS OVERVIEW

Click **Create New Quote** button.

Mimicking:
Original:

Action Links

- Home
- + Get a Quick Quote
- + **Create New Quote**
- Existing Quotes
- Notice of Loss
- Account Search
- Policy Search
- Billing Search
- Claims Search
- iSolutions Quotes

Support Links

- Agency Information
- Quick Tips
- Help/Tutorial
- Glossary
- e2Value Home Estimator
- Agency Reports
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UTICA FIRST INSURANCE COMPANY

Agency Link / Home

Welcome to Utica First's New Agency Inquiry and Rating Website!

At the left are available options to use. For additional help please review the tutorials.

Click on the appropriate line of business you want to quote.

Mimicking:
Original:

Action Links

- Home
- + Get a Quick Quote
- + Create New Quote
- Artisan
- Business Owners
- Homeowners
- Landlord
- Existing Quotes
- Notice of Loss
- Account Search
- Policy Search
- Billing Search
- Claims Search
- iSolutions Quotes

Support Links

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UTICA FIRST INSURANCE COMPANY

Agency Link / Home

Welcome to Utica First's New Agency Inquiry and Rating Website!

At the left are available options to use. For additional help please review the tutorials.

The policy information screens will be displayed.

Note: For information on how to set up a new applicant, skip the next page and begin with New Application Procedure.

QUOTE INDEX

USING THE QUOTE INDEX

Click **Existing Quotes** button.

Enter or select any of the fields in the top row and click **Search** to find a specific policy or group of policies.

Policy Number	Messages	State	Applicant	Iteration	Effective Date	Premium	Status	Days Left To Issue
HP0041778-00		NY	ED PHILLIPS		9/2/2008	\$0.00	Unbound	
FP0060696-00		NY			9/11/2008	\$0.00	Unbound	
ART0082003-01		NY	AR NY TEST2 QUOTE		9/8/2008		Unbound	
HP0041764-00		NY	NY HO TEST		8/24/2008	\$0.00	Unbound	
HP0041765-00		NY	HO TEST NY 2		8/25/2008	\$0.00	Declined	
BOP0041729-01		NY	CINDY TEST		9/11/2008		Unbound	
HP0041774-00		NY	HO TEST RENOVATION		8/28/2008	\$0.00	Unbound	
ART0082001-01		NY	TESTING NY ART WITH ERR CTY2		9/7/2008		Unbound	
BOP0041721-07		NY	NY BOP TEST	6: \$3,903.74	8/13/2008	\$3,903.74	Quoted	
ART0082002-01		NY	TEST ART QUOTE 1ST TME		9/8/2008		Unbound	

Select the policy using the radio button on the left and select **Edit, Delete, View or Copy**.

Policy Search

Enter search criteria into one or more of the Search fields and click the Search button. The search results will appear in the Policy Index table below.

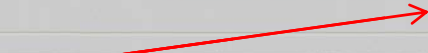
Line of Business: Homeowners
Select Agency: New York Test Agency
Applicant: _____ Policy Number: _____ Effective Date: _____ State: _____ Status: Unbound

Policy Index

Click the arrows above a column name to sort on that column.

Policy Number	Messages	State	Applicant	Iteration	Effective Date	Premium	Status	Days Left To Issue
<input type="radio"/> HP0041778-00		NY	ED PHILLIPS		9/2/2008	\$0.00	Unbound	
<input checked="" type="radio"/> HP0041764-00		NY	NY HO TEST		8/24/2008	\$0.00	Unbound	
<input type="radio"/> HP0041774-00		NY	HO TESTRENOVATION		8/28/2008	\$0.00	Unbound	
<input type="radio"/> HP0041777-00		NY			9/2/2008	\$0.00	Unbound	
<input type="radio"/> HP0041772-00		NY	NY TEST HO 10		8/25/2008	\$0.00	Unbound	
<input type="radio"/> HP0041766-00		NY	HO TESTNY3		8/25/2008	\$0.00	Unbound	
<input type="radio"/> HP0041767-00		NY	HO TESTNY 4		8/25/2008	\$0.00	Unbound	
<input type="radio"/> HP0041769-00		NY	HO TESTNY6		8/25/2008	\$0.00	Unbound	
<input type="radio"/> HP0041770-00		NY	HO TESTNY7		8/25/2008	\$0.00	Unbound	
<input type="radio"/> HP0041771-00		NY	HO TESTNY 8		8/25/2008	\$0.00	Unbound	

Page 1 of 2



NEW APPLICATION PROCEDURE

GENERAL INFORMATION

Click on the appropriate line of business button you want to quote.

Select a tab to save information and switch to a new policy screen. Clicking the red arrow will save the information and advance to the next screen.

Note: Fields preceded by an asterisk (*) indicates a required field. If required fields are not completed, a message similar to the one below will appear.



Note, as you continue to enter information, tabs will show green check marks to indicate the screen has information and red X's if no information is present on that page.

The screenshot displays the 'Landlord Policy' application interface. At the top right, it shows 'Applicant: NY LLP TEST PRINTS' and 'Phone: (315)222-3434'. Below this is a navigation bar with tabs: 'Applicant Interests' (green check), 'Policy Statement' (green check), 'Location Quote' (red X), 'Coverage Issue' (red X), 'Extended Coverage', and 'History'. A red arrow points to the 'Policy Statement' tab, and another red arrow points to the 'Location Quote' tab. Below the tabs, a message states 'Any field preceded by an asterisk (*) is required.' The 'Select Location:' dropdown menu is set to '1 - 123 MAIN ST'. The form includes fields for '*Premises Address:' (123 MAIN ST), '*City:' (UTICA), '*State:' (NEW YORK), '*County:', and '*Postal Code:' (12212-9999). At the bottom, there are buttons for 'Add Additional Location' and 'Delete Current Location'. In the lower right corner, there are two red arrows pointing left and right, with a red arrow pointing to them from the text below.

You can use the red arrows in the lower right to navigate through the pages forward and backwards as you enter information. You will see the tabs bold when they become enabled and you can use them to directly navigate through the quote via point-and-click.

Some screens you can only navigate to using the red arrow when entering a new policy (for example, from the Location screen to the Coverage screen and from the Coverage screen to the Extended Coverage screen). Once you have entered information to the screen, you can use the tab to go back to it.

SCREEN DESCRIPTIONS

POLICY INFORMATION

Select the *Rate State*; enter the *Applicant Name*, *Mailing Address*, *City*, *State* and *Postal Code* on the Applicant page.

Landlord Policy

Applicant Policy Location Coverage Extended Coverage History
Interests Statement Quote Issue

Any field preceded by an asterisk (*) is required.


*Primary State: New York Click here if the mailing address and the location address are different

Phone:

*Applicant Name: 2nd Named Insured:

*Mailing Address: Extended Mailing Address:

*City: *State: ALABAMA *Postal Code:



Click the **Policy** tab in the browser window or click the red arrow to continue with the quote. You can now enter the policy information.

Landlord Policy

Applicant: NY LLP TEST PRINTS
Phone: (315)222-3434

Applicant Policy Location Coverage Extended Coverage History
Interests Statement Quote Issue


Any field preceded by an asterisk (*) is required.

*Effective Date: 08/12/2010 *Term: 12 months *Expiration Date: 08/12/2011

*Payment Option: Direct: Prepaid

Previous Carrier: Prior Premium (\$): 0.00 Prior Policy #:

Remarks:



LOCATION INFORMATION

Click the Location tab in the browser window or click the red arrow. This displays the Location screen. Note: to enter additional locations, fill out the required fields then click the **Add Additional Location** button.

Landlord Policy Applicant: NY LLP TEST PRINTS
Phone: (315)222-3434

Applicant Interests ✓ Policy Statement ✗ Location Quote ✗ Coverage Issue ✗ Extended Coverage History

Any field preceded by an asterisk (*) is required.

Select Location:
1 - 123 MAIN ST

*Premises Address: 123 MAIN ST Extended Premises Address:
*City: UTICA *State: NEW YORK *County: *Postal Code: 12212-9999

Add Additional Location Delete Current Location

To select a location, click "Select Location" Drop Down box and select the desired location. Note: tabs selected after a location is selected will be linked with the risk selected as a Location.

Landlord Policy Applicant: NY LLP TEST PRINTS
Phone: (315)222-3434

Applicant Interests ✓ Policy Statement ✗ Location Quote ✗ Coverage Issue ✗ Extended Coverage History

Any field preceded by an asterisk (*) is required.

Select Location:
1 - 123 MAIN ST

*Premises Address: 123 MAIN ST Extended Premises Address:
*City: UTICA *State: NEW YORK *County: *Postal Code: 12212-9999

Add Additional Location Delete Current Location

COVERAGE INFORMATION

Click the red arrow from the Location screen in the browser window. The coverage screen will be displayed.

Landlord Policy Applicant: NY LLP TEST PRINTS
Phone: (315)222-3434

Applicant Policy Location Coverage Extended Coverage History
Interests Statement Quote Issue


Any field preceded by an asterisk (*) is required.

Select Location: Building No:

*LLP Form: *Occupancy: *Construction:
*Deductible Amount: *Replacement Cost/ACV: *Protection Class:
Protection Device Credit: *Year of Construction: *Number of Families:
*Distance To Fire Station:(in Miles) *Distance To Fire Hydrant:(in Feet) *Wind/Hail Deduct %:

Policy Limits:

Building Limit (\$): Coverage A limit	Related Private Structures(\$):	Personal Property Limit(\$): Coverage C Limit	Add Living/Loss of Rent(\$):
<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="\$0"/>	<input type="text" value="0"/>
Liability Limit (\$):	Medical Payments per Occurrence(\$):	Medical Payments per Person(\$):	
<input type="text" value="\$25,000/\$50,000"/>	<input type="text" value="\$10,000"/>	<input type="text" value="\$1,000"/>	



To select coverages for a specific location, click the **Select Location** drop down box and select the desired location.

EXTENDED COVERAGE INFORMATION

To add *Extended Coverages*, click the red arrow from the Coverage screen or the **Extended Coverages** tab in the browser window. A list of available Extended Coverages will be displayed for this location. You can select multiple coverages if you wish by holding down the <CTRL> key on your keyboard while clicking the coverages.

The screenshot shows the 'Landlord Policy' interface with the 'Extended Coverage' tab selected. The 'Optional Coverage' list contains: Earthquake - Building Coverage, Earthquake - Contents Coverage, Lead Coverage, and Renovation Credit. The 'Selected Coverage' box is empty. Red arrows point to the 'Add>>' and '<<Remove' buttons. A 'Click To Continue' button is at the bottom.

Select the Extended Coverage(s) by clicking the coverage name(s) in the left box and clicking the **Add** button. The coverage name then appears in the right window. Click the *Click to Continue* button to enter coverage details.

The screenshot shows the 'Landlord Policy' interface with the 'Extended Coverage' tab selected. The 'Optional Coverage' list is empty. The 'Selected Coverage' box contains 'Earthquake - Building Coverage'. A red arrow points to the 'Add>>' button. A 'Click To Continue' button is at the bottom.

Click on the Details button to enter the coverage details screen.

The screenshot shows the 'Landlord Policy' interface with the 'Details' screen for 'Earthquake - Building Coverage'. The 'Limit' is set to 2500. The 'Contribution' is set to 'All Other'. The 'Description' field is empty. A 'Continue' button is at the bottom.

You can now enter details for this coverage on the screen that appears. To save this information click one the tabs to navigate to a new page.

LOSS HISTORY

Click the **History** tab in the browser window. The Loss History page will appear.

The screenshot shows the 'Landlord Policy' interface with the 'History' tab selected. The header displays 'Applicant: NY LLP TEST PRINTS' and 'Phone: (315)222-3434'. A navigation bar includes tabs for Applicant, Policy, Location, Coverage, Extended Coverage, and History. Below the navigation bar, there are sub-tabs for Interests, Statement, Quote, and Issue. The main content area is titled 'Select Loss:' and shows a dropdown menu with 'Loss - 1' selected. A checkbox is present for 'Check if any losses occurred within the last three years.' Below this, there are input fields for 'Date of Loss:', 'Loss Type:' (set to 'None'), 'Amount (\$):' (set to '0.00'), and 'Description of Loss:'. At the bottom of the form, there are two buttons: 'Add Additional Loss' and 'Delete Current Loss'. A double-headed arrow icon is located in the bottom right corner of the form area.

Enter any losses the insured mentions. You can add another loss or delete a loss by selecting the appropriate buttons.

ADDITIONAL INTERESTS

Click the **Interests** tab in the browser window.

The screenshot shows the 'Landlord Policy' interface with the 'Interests' tab selected. The header displays 'Applicant: NY LLP TEST PRINTS' and 'Phone: (315)222-3434'. A navigation bar includes tabs for Applicant, Policy, Location, Coverage, Extended Coverage, and History. Below the navigation bar, there are sub-tabs for Interests, Statement, Quote, and Issue. The main content area contains a note: 'Fields preceded by an asterisk (*) are required only if an Interest Type is selected.' Below this, there are input fields for 'Select Location:' (set to '123 MAIN ST'), 'Select Additional Interest:', '*Interest Type:' (set to 'Not Applicable'), '*Name:', '*Mailing Address:', '*City:', 'Doing Business As:', 'Extended Mailing Address:', '*State:' (set to 'ALABAMA'), and '*Postal Code:'. At the bottom of the form, there are two buttons: 'Add Additional Interest' and 'Delete Additional Interest'. A double-headed arrow icon is located in the bottom right corner of the form area.

Enter the interest information for this location. You can add another interest or delete the current interest by selecting the appropriate buttons.

INSURED'S STATEMENT

Click the **Statement** tab in the browser window. The screen is not needed if you only need to just generate a quote. The screen is required if you are submitting an application however.

Answer the questions to gather Insured Statement information.

QUOTE INFORMATION

Click the **Quote** tab in the browser window. Select one of the buttons to perform an action:

Rate, to rate and view the application. **Display Quote** to view the quote if you have already rated it. **Preview Application** to display application information.

When you click the Rate button, the quote will be displayed.

Landlord Policy

Applicant: NY LLP TEST PRINTS
Phone: (315)222-3434

Applicant

Policy

Location

Coverage

Extended Coverage

History

Interests

Statement

Quote

Issue

Quote #:
LLP 7002864

Location Details - Location #: 1

Premises Address: 123 MAIN ST	Exterded Mailing Address:
City: UTICA	State: NY
	Postal Code: 12212-9999

Building Details - Location #: 1 Building #: 1

Insurance Line : LLP	LLP Form: Form 3
County Oneida County - City of Utica	Number of Families: 1
Year of Construction:	Occupancy: Tenant
Protection Class: Protected	Wind/Hail Ded %: Not Applicable
Construction: Frame	Distance to Fire Station (miles): 5
Deductible Amount: 500	
Replacement Value Prop: RC-Estimator Required	
Protective Device Credit: Not Applicable	
Distance to Hydrant (ft): 200	

Premium Details - Location #: 1 Building #: 1

Insurance Line : LLP

Coverage	Limits	Deductible	Premium
Residence Limit	100,000	500	\$826.00
Related Private Structures	10,000		\$0.00
Personal Property Limit	1,500		\$7.00
Addl Living/Loss of Rent	10,000		\$0.00
Personal Liability	50,000		\$12.00
Medical Payments Per Person	1,000		\$9.00
Medical Payments Per Occurrence	10,000		\$0.00
Total Premium			\$854.00

From here, you can print the quote or view the application. If the application has an error and cannot be rated, a list of errors will be displayed. By clicking the error you will be directed to the page containing the information in error.

Clicking the View Application previews the application:



Utica First Insurance Company
5981 Airport Road , Oriskany, NY 13424
Telephone 315-736-8211; Fax

Landlord Policy Application

Producer Information

Agency Name: Pennsylvania Test Agency	User Name: CSCPA Test1	Agency Number: 2437000	Telephone:
---	----------------------------------	----------------------------------	-------------------

Applicant Information

Primary State: PA	Applicant Name: PA LLP COV TEST3	Doing Business As:
Mailing Address: 123 MAIN ST	Extended Mailing Address:	City/State/Postal Code: HARRISBURGH PA 12223-9999
Phone:		

Policy Information

Quote Number: LLP 7000006	Effective Date: 11/19/2008	Expiration Date: 11/19/2009
Term: 12 Months	Line of Business: LLP	Policy Company: 00
Total Policy Premium: \$851.00	Remarks:	Payment Option:

Location Details

Location # 1		
Premises Address: 123 MAIN ST	Extended Mailing Address:	
City: HARRISBURGH	State: PA	Postal Code: 12223-9999

Building Details

Insurance Line: LLP	
Location #: 1 Building #: 1	
County: Cumberland County	
Year of Construction: 1979	LLP Form: Form 3
Protection Class: Protected	Number of Families: 1
Construction: Frame	Occupancy: Tenant
Deductible Amount: 500	
Replacement Value Prop: RC-Estimator Required	Wind/Hail Ded %: Not Applicable
Protective Device Credit: Not Applicable	
Distance to Hydrant (ft): 123	Distance to Fire Station (miles): 5

POLICY ISSUE

Click the **Issue** tab to issue the policy by sending the quote information to Utica First Insurance.

The screenshot shows a web application interface for a 'Landlord Policy'. At the top right, it displays 'Applicant: NY LLP TEST PRINTS' and 'Phone: (315)222-3434'. Below this is a horizontal menu with tabs: 'Applicant', 'Policy', 'Location', 'Coverage', 'Extended Coverage', and 'History'. Underneath these are sub-tabs: 'Interests', 'Statement', 'Quote', 'Issue', and 'History'. The 'Issue' tab is currently selected and highlighted in blue. Below the menu are two buttons: 'View Application' and 'Submit'. A red arrow in the bottom right corner points to the right.

Viewing the application will provide a preview similar to above. Submitting the application will begin the process of submitting the quote to Utica First for issue.

This screenshot is similar to the previous one, but with an 'Issuance Confirmation -- Web Page Dialog' box overlaid in the center. The dialog box contains the following text: 'An electronic application for a new policy has been prepared and is ready to be electronically submitted to Utica First Insurance. The original policy application and the fraud statement document must be signed by the policy holder and maintained at your Agency's office. This document is subject to audit by Utica First personnel and you may be asked to provide a copy of this to Utica First Insurance upon request. By clicking the 'accept' button you are agreeing to these terms. You will not need to fax or e-mail a copy of the original signed application.' At the bottom of the dialog are two buttons: 'I Accept' and 'I Do Not Accept'. The URL 'http://stwebsrv5/AgencyLink/Applicati' and 'Local intranet' are visible at the bottom of the dialog.

When you hit **I Accept**, you are submitting the policy to Utica First Insurance. The following screen appears indicating the policy is in process of submitting to Utica First.

The screenshot shows a 'Processing...' screen. At the top, it says 'Applicant: NY LLP TEST PRINTS' and 'Phone: (315)222-3434'. Below this is a progress bar with the text 'Processing....' and 'Please wait while your quote is processed.' Below the progress bar, there are two green checkmarks: 'Policy Validated Successfully' and 'Submit Started'.

When successful, you will see the following screen indicating the policy was sent successfully to Utica First.

The screenshot displays a web interface with a blue header on the left containing the text "Landlord Policy". To the right of the header, the applicant information is listed: "Applicant: NY LLP TEST PRINTS" and "Phone: (315)222-3434". The main content area is a large grey rectangle with the following text centered: "Your application for Quote LLP7002864-00 has been successfully submitted as LLP6600092-00." followed by "Issuance of this policy requires 25% downpayment." Below this, there is a horizontal line. At the bottom of the page, there are two buttons: a larger one with the text "Click here if the payment page does not open automatically." and a smaller one with the text "Return to Main Page".