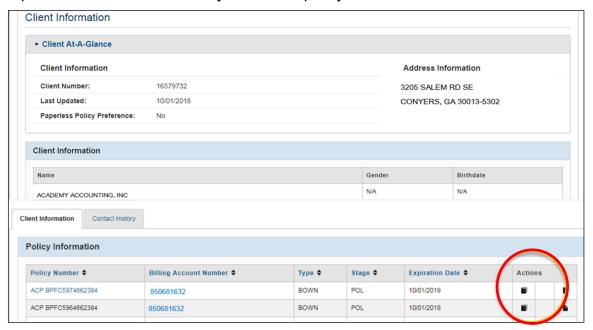


Access Policy's Document Vault

You can access the policy's document vault on the "Client at a Glance" screen.

The black square under "Actions" takes you into the policy's document vault.



In Document Vault, you can view the items already attached to the policy. This may include signed applications, supplemental applications, loss runs, and photos.

- You can also upload additional files from your hard drive to be attached to the policy's file.
- NOTE: Using Document Vault to its full capability requires using Internet Explorer browser IE 10
 or above. If you are using an older version of Internet Explorer, you can still upload documents,
 but only one at a time. In IE 10, you can actually upload multiple document types simultaneously.

