Copy Vehicle-Level Coverages – Auto/PowerSports Policy

PolicyCenter

Description:

This job aid reviews how to copy vehicle coverages on a policy, from one vehicle to another vehicle, on an Auto or PowerSports policy. This job aid starts on the *Vehicles* screen on an existing policy change; however, the same steps can be applied to copy coverages on a new submission.

Step 1			
Action	Screen		
To copy vehicle coverages, you must first create a new vehicle.	PolicyCenter* Designor Account Policy Submission (Pending) Submission (Pending) Personal Auto Indana Effective: 11/15/2021 Primary: Veruca Satt Account: 246876018 Vehicles Vehicles Vehicles Vehicles Vehicles Vehicles Vehicles Vehicles Vehicles Vehicles Vehicles Vehicles Vehicles Vehicles Vehicles Vehicles Vehicles Vehicles Vehicles 		
On the <i>Vehicles</i> screen:	Vehicle Details Vehicle Details Policy Contract Create Wehicle Policy Info Vehicle *: Wehicle hype : Model Year : Make : Model : VH :		
Click the Create Vehicle button.	1 Private Passenger 2014 CHEV CAMARO SS 20175151 2 Private Passenger 2014 HTUN SANTAFE G KN#SNHH Usage Based Insurance Vehicle Details		
• Complete all required fields for the new vehicle.	Coverages Bask: Vehicle Information Wehre Garaged Liehödder/dödtional interest Vehick # 2 Location Name 1,2379 Undewriting Vehick Type Physick Passenger Vehick Tentory Code 0.6 Vink KMASSAHI/regLouds005 Vehick Tentory Code 0.6 Model Year 2014 Primay Use Verior		
• Click the Coverages link.	Logment Make I YUUN Toole Model SVrtA FG • Nodel SVrtA FG Total Customization • Nodes Body Style UTL/324D • Participants Body Tyle 4 DOOD 100 IN		
	Workplan Sub Type vnone selected- Plastive Restraint Artbag Sub Type Rate Symbols Hards Symbols Hards Symbols		

Step 2

Action	Screen	
On the <i>Coverages</i> screen:	☐ PolicyCenter [™] Desktop ▼ Account ▼ Policy ▼ Search ▼ Ieam Administration ▼ Testing	• : 🗹 🕲 😋
on the cover ages screen.	Actions 😑 🔛 Submission (Pending) 💏 Personal Auto Indiana Effective: 11/15/2021 Primary: Veru	aca Salt Account: 2498769018
• Click the Copy Coverages button.	Submission 873381 COVE/Tages <back next=""> Quote Withdraw Submission</back>	
	Pending Fees -	
	Policy Contract Taxes & Surcharges -	
	Policy Info Total Cost -	
	O Drivers Policy-level Coverages	Features
	Accidents/Violations Description Term Amount	Description
	Roadside Assistance	Accident Forgiveness
	Coverages	Minor Viol Forgiveness
	Lienholder/Additional Interest	Vanishing Deductible
	Underwriting : Subtotal:	Total Loss Ded Waiver
	Quote	
	Payment Converges	
	Tools Coverages 2014 CHEV CAMARO SS Term Amount	2014 HYUN SANTA FE G
	Notes Comprehensive	
	Participants	500
	Workplan	
	History	
	1,000 -	500
	Rental Reimbursement 🗹	
	30 Per Day/900 Per Accident 🔹	30 Per Day/900 Per Accident

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Job Aid Process (Cont.) : Step 3 Action Screen On the Copy Coverages screen: F PolicyCenter™ Desktop ▼ Account ▼ Policy ▼ Search ▼ Ieam Administration ▼ Testing ▼ : 🕜 🙆 😡 Submission (Pending) 💏 Personal Auto Indiana Effective: 11/15/2021 Primary: Veruca Salt Account: 2498769018 Select the vehicle from which you wish to copy coverages. COpy Coverages Return to Coverages Copy To Selected Copy To All Cancel Copy From Copy From Vehicle 2014 CHEV CAMARO SS Step 4 Action Screen Review the coverage for the Copy From F PolicyCenter" Desktop ▼ Account ▼ Policy ▼ Search ▼ Ieam Administration ▼ Testing ▼ : 🖉 🚳 😡 Vehicle: Submission (Pending) 💏 Personal Auto Indiana Effective: 11/15/2021 Primary: Veruca Salt Account: 2498769018 Submission 873381 COPY COVERAGES Return to Coverages Copy To Selected Copy To All Cancel Select the checkbox to the left of the Copy From vehicle to which you wish to copy the Copy From Vehicle 2014 CHEV CAMARO SS coverages. Accidents/Violations Liability Click the **Copy To Selected** button. Accident Forgiveness Roadside Assistance Minor Violation Forgiveness **Note:** If you wish to copy the selected Plus Option Vanishing Deductible coverages to more than one vehicle, select Total Loss Deductible Waiver the desired vehicles in the Copy To section or click the Copy to All button. Сору То Comp 🛊 Collision 🌲 Towing 🌲 Loss of Use 🌲 Description 😄 Vehicle# 🍨 Vin 🚖 2014 HYUN SANTA FE G 2 KM8SN4HF0EU046305 500 500 Not Selected Not Selected

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Job Aid Process (Cont.) :				
Step 5				
Action	Screen			
In the <i>Vehicle Level Coverages</i> section:	PolicyCenter** Desktop Account Policy Submission (Pending) Personal Auto Indiana Effective: 11/15/2021 Primary: Veruca Salt Account: 2499769018 			
 Confirm the coverages were copied to the selected vehicle(s). 	Submission 87381 Pending Pending Pending Pendicy Contract Policy Contract Policy Contract Policy Contract Total Cost -			
• Continue with the new submission or policy change.	Drivers Policy-level Coverages Features Accidents/Violations Description Term Amount Description Vehicles Roadside Assistance Image: Comparison of the program in the progra			
	Lienholder/Additional Interest Identity Theft Vanishing Deductible Underwriting Subtotal: Total Loss Ded Waiver Quote Vehicle Level Coverages Payment coverages			
	Tools Coverages 2014 CHEV CAMARO SS Term Amount 2014 HVUN SANTA FE C • Notes Comprehensive Image: Comprehensive in the comprehensive in th			
	1,000 1,000 Rental Reimbursement ✓ 30 Per Day/900 Per Accident ✓			

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