

# QUICK START | Complete Online Application

**Purpose:** This tutorial is meant to serve as a supplement to the Complete Online Application tutorial.

## **PART I—COMPLETE APPLICATION:**

### **From the Print Rate Indication page:**

1. Click on the **Print Rate Indication** button. The Professional Liability Rate Indication displays.
2. Print the indication and click on the < **Previous** button to return to the previous page.
3. Click on the **Next >** button. The Fraud Statement page displays.
4. Click on the **Next >** button. The Applicant's Representations and Authorization page displays.
5. Click on the **Yes** button and the **Request Coverage** button. The Bind and Pay page displays.
6. Click on the **Bind and Pay** button.

## **PART II—SELECT PAYMENT:**

### **From the Select Payment Frequency page:**

**NOTE:** A premium finance option is not available at this time.

1. Click on the **Pay in Full** link. The Select Payment Type page displays.
- 2a. If the applicant wishes to pay by check, click on the **Pay By Check** hyperlinked text and proceed to the Bind & Pay By Check/Issue Policy tutorial.
- 2b. If the applicant wishes to pay by credit card, click on the **Pay By Credit Card** hyperlinked text and proceed to the Bind & Pay By Credit Card/Issue Policy tutorial.