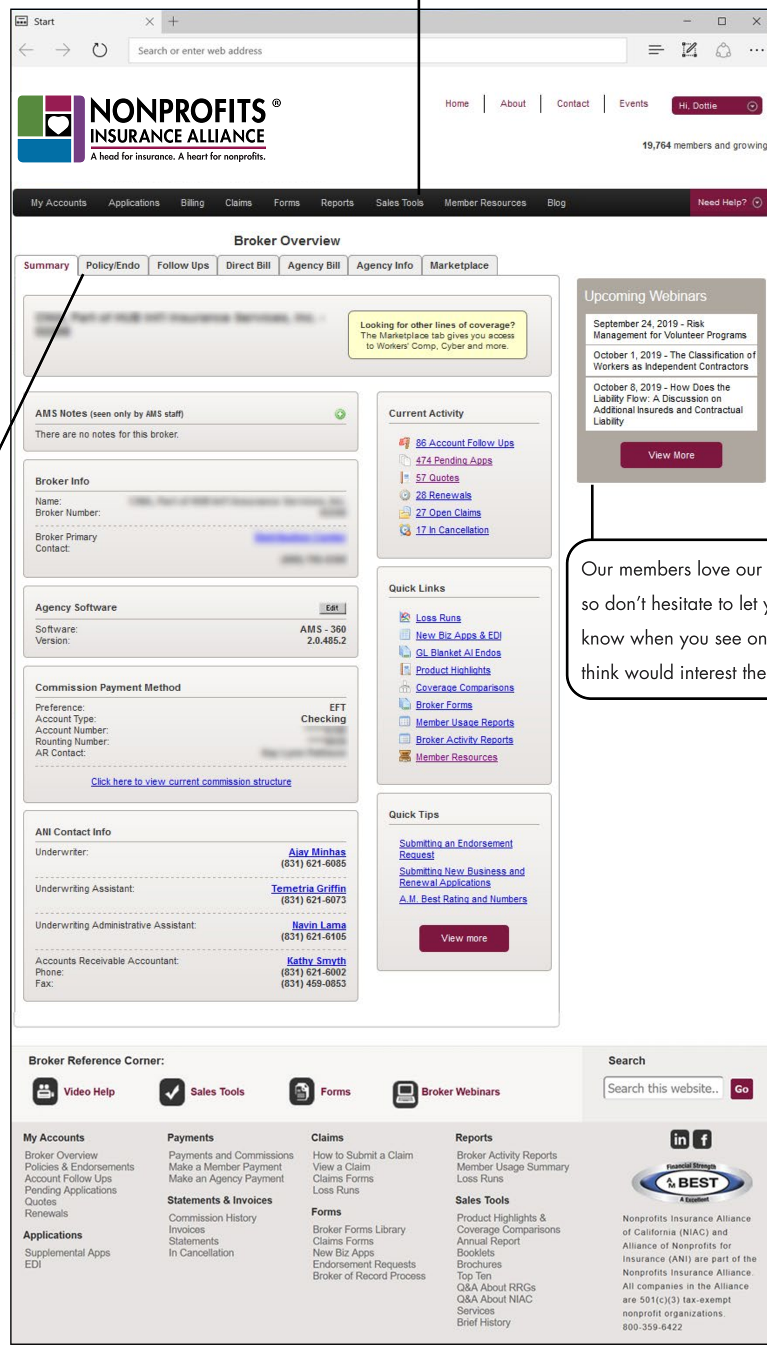
Broker Portal

NIA created the Broker Portal to enhance secure communications between our organization and appointed brokers. Through the Broker Portal, you can review all the information you need to smoothly conduct business, including sales tools, activity reports, member usage reports, loss runs, billing information, and more. The Broker Portal also is home to the Electronic Data Interchange which streamlines application submissions, revisions, and renewals.

At the top, you'll see the main menu.



Under Broker Overview, you'll see tabs pertinent to your agency, including an overall summary with our notes, your agency information, current activities associated with your book, quick links and tips, along with your underwriting team information.

Our members love our webinars, so don't hesitate to let your clients know when you see one that you think would interest them!

West Point School of Music
Chicago, IL

Access

1. You'll receive an email within 24 hours with login information, including an agency code for the Broker Portal, once you're appointed with us. Or, you can request login information. Just fill out the form after clicking "need a login" from our home page.

2. After logging in and entering the agency code, an Agency Information screen will appear with information about the Underwriting Team, default contacts, and menus for additional information. It's that easy!

From there, navigation bars and drop-down menus will provide you with commonly used options.

Capabilities

In the Broker Portal, you can find submissions, quotes, policies and endorsements, renewal applications, ODE, and bind orders. You can also amend CSR/account managers or producers on specific accounts, submit new business, generate a member overview for each customer, find member premium and loss information, and more!

Documents Referenced:

To learn more about the Electronic Data Interchange, see "Working with Us / Streamline New and Renewal Submissions with Electronic Data Interchange."

If you have any questions about the Broker Portal, please don't hesitate to reach out to Broker Services at **800-359-6422 ext. 6021** or **brokerservices@insurancefornonprofits.org** with any questions or concerns.

NONPROFITS® INSURANCE ALLIANCE

The insurance policy, not this brochure, forms the contract between the insured and the insurance carrier. The policy may contain limits, exclusions, and limitations that are not disclosed in this brochure. Coverages may differ by state.