CA HOMEOWNERS: NEWLINE

1. Log on to @chubb website using your user name and password

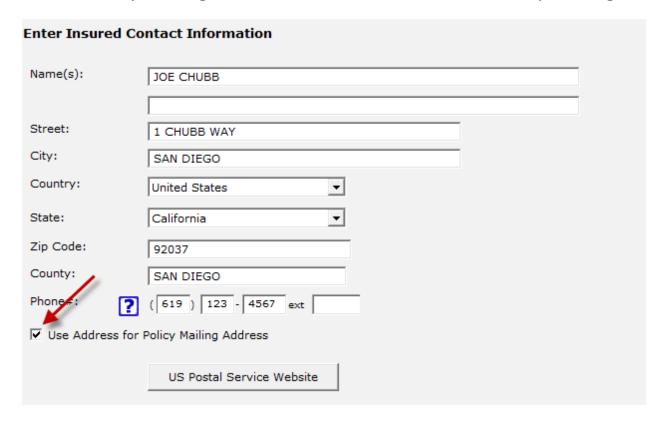
Login to @chubb		
Select Language/Country:		
	English - All Others	
User ID:	UserName	
Password:		
	•••••	
	Login »	Reset Password
		•

2. Click on Policy Transactions to launch Masterpiece Real Time

<u>Policy Transactions</u> -- "Masterpiece Real-Time" - create Personal Lines Quotes and process New Lines, Renewals and Endorsements. Webcast Training Schedule

3. Select Create Policy/Quote. Click NEXT (picture not shown) There is a "Help" screen located on the top right corner of Masterpiece which give details of each screen. Click NEXT

4. Enter Insured Contact Information. If information should carry over to Policy Mailing address, check "Use Address for Policy Mailing Address".



- 5. Click NEXT
- 6. Enter Insured Specifics. Click NEXT

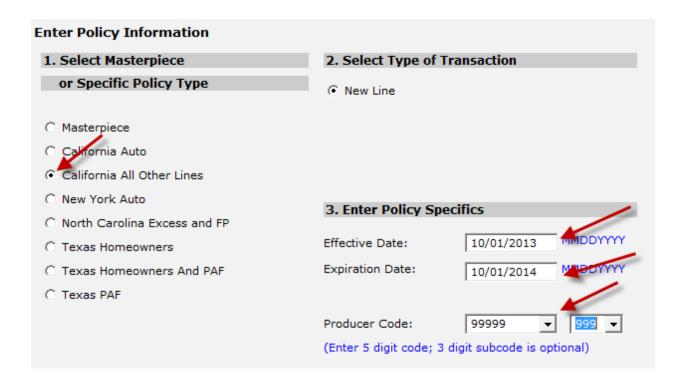
Enter Insured Name on policy	•	
Prefix: First Name: Middle Name: Last Name: Suffix:	JOE CHUBB	Occupation Type / Industry: FINANCE/INSURANCE Occupation Detail:
Birth Date:	01/01/1968 MMDDYYYY 45	

7. Enter Social Security Number. Click NEXT (picture not shown)

8. If there is an Insured 2, enter Insured 2 specifics. Click NEXT (picture not shown) If there is not, Click NEXT (picture not shown)

9. Click on <u>California All Other Lines</u> for a California Homeowner's Newline. Fill in the effective and expiration date and your producer code. Click NEXT

Please note if this step is missed you cannot go back. The quote will have to be restarted from the beginning.



10. Select <u>Federal Writing Company</u> for all California business and enter a brief description of your transaction. Click NEXT.

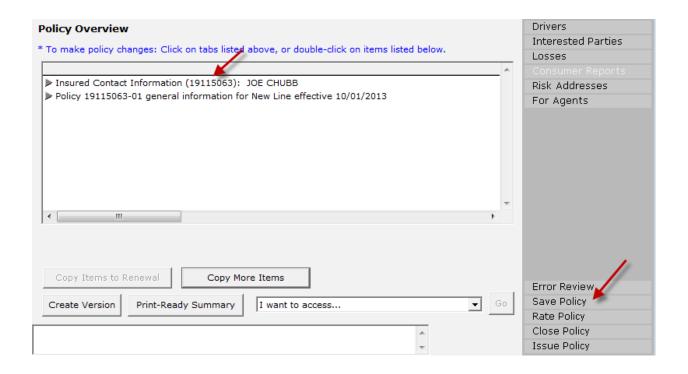
Enter Writing Company And Details						
Effective Date:	10/01/2013	Expiration Date: 10/01/2014				
Entry Date:	09/09/2013 MMDDYYYY	Date Requested: 09/09/2013 MMDDYYYY				
Writing Company:	FEDERAL	<u> </u>				
	Writing Company Guide	elines				
☐ Family Office						
Transaction Descript	tion: CA HOMEOWNER NEV	WLINE/DM				

- 11. Enter Account Number (if used for download). Click NEXT. (picture no shown)
- 12. You will now be on Enter Named Insured, Policy Mailing and Email Address screen. Enter insured email address or check off Email address is not currently available. Click NEXT



13. This will bring you to Enter Insured's Billing Address screen. If the billing address is to be different from the mailing address, make your updates now and click NEXT, otherwise just click NEXT. (picture not shown)

14. You will now be on the Policy Overview screen. Take note of your quote number and click on <u>Save</u> Policy



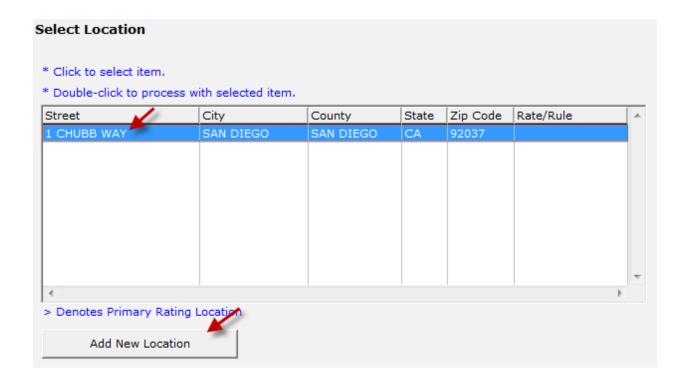
15.Click on the Homes Tab



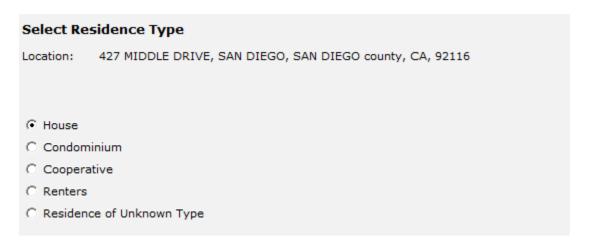
16. From the Manage Homes screen click on Add



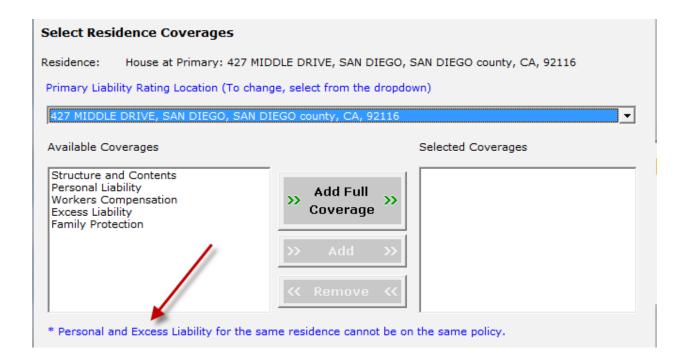
17. You will come to the Select Location screen. Your policy mailing address will already be shown. If this is also the location address, click NEXT. If this is not the location address, click Add New Location.



- 18. Click NEXT again (from Enter Location Detail screen) (picture not shown)
- 19. Select Residence Type. Click NEXT.



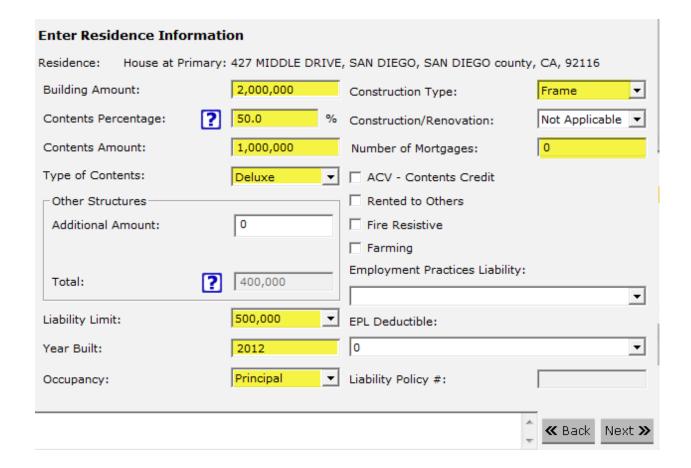
20. Select Residence Coverages and click Add or Click Add Full Coverage



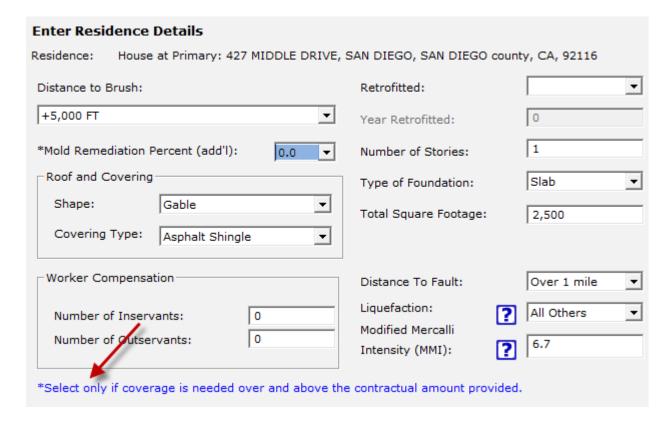
21. Enter your Prior Carrier Information. Click NEXT.



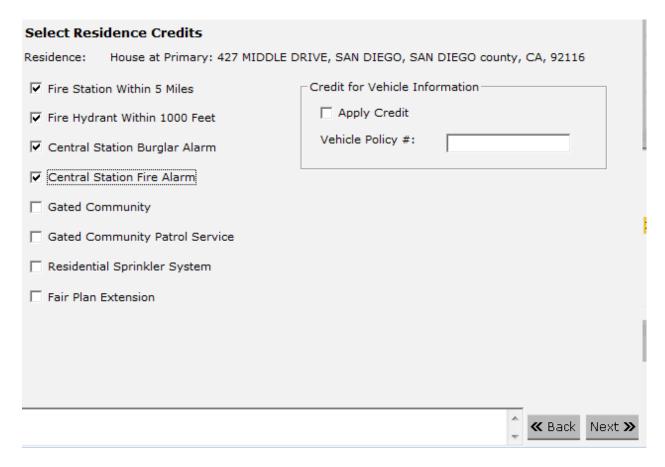
22. Enter Residence Information. Click NEXT.



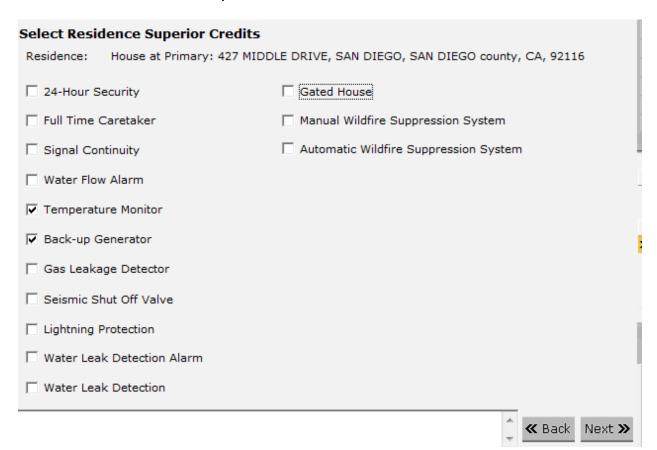
23. Select Residence Details. The distance to Fault, Liguefaction, and MMI will be filled in automatically from the Location check. Click NEXT



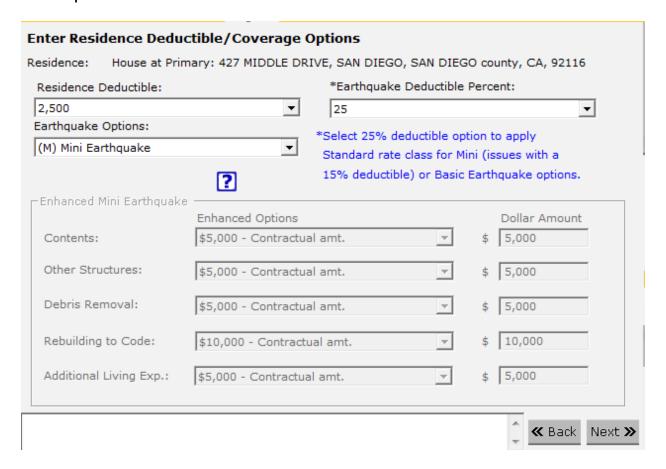
24. Select Residence Credits. Click NEXT



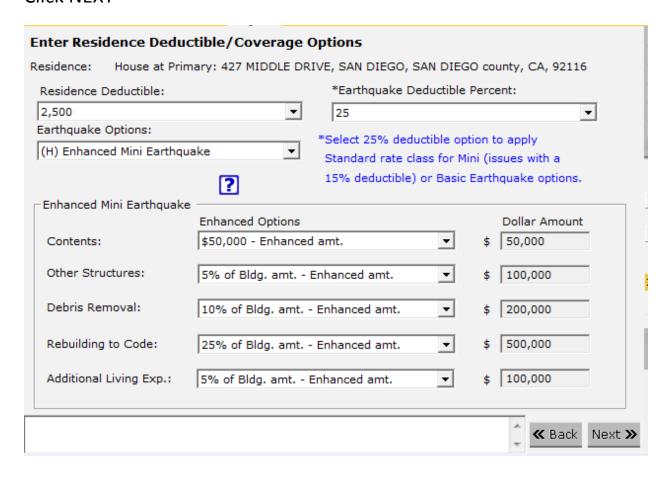
25. Select Residence Superior Credits. Click NEXT



26. Enter Residence Deductible/Coverage Options. On this screen Mini Earthquake was selected.



27. Enhanced Mini Earthquake can be selected with additional Contents, Other Structures, Debris Removal, Rebuilding to Code and Additional Living Expenses. Click NEXT



28. Enter Customized Coverages if applicable.

ClickNEXT

Enter Customized Coverages								
Residence: House at Primary: 427 MIDDLE DRIVE, SAN DIEGO, SAN DIEGO county, CA, 92116								
Homeowner Assessn	nents	Coverage ———						
Homeowner Assessments		Deductible	Deductible Assessment					
Included Amount	\$	50,000	Included A	mount	\$ 5	5,000		
Additional Amount	\$	0	Additional A	Amount	\$ [)		
Total Amount	\$	50,000	Total Amou	unt	\$ 5	5,000		
Landscaping Covera	ge —							
Landscaping Aggregat	te		Per Tree/S	Shrub				
Included Coverage		5 % value of building Included Amount		Amount	\$ [10,000		
Additional Coverage		0 % Additional Amount		Amount	\$ (0		
Total Coverage		5 %	Total Amo	ount	\$:	10,000		
☐ Wind/Hail			☐ Sleet/I	ce/Snow				
Business Property Coverage								
Included Amount	\$	25,000	GreenWise Upgrade)	0	▼ %		
	-	0	Student Add'l Living	Exp	\$ C)		
Add'l On Premises	\$		Assisted Living Cont	tonto	s [)		
Total Amount	\$	25,000	Assisted Living Cont	tents	φ			
					÷	≪ Back Next≫		

- 29. If this location has had a loss within the past five years, add it on the Manage Losses screen and click NEXT. If there are no losses, click NEXT. (picture not shown)
- 30. Click on Rate Policy (bottom right) (picture not shown)
- 31. Click on Issue Policy (bottom right) picture not shown)