

AIG Small Business: e-Excess

InStar Online Quick Reference Card

AIG e-Excess[®] is an online application that allows you to rate, quote and bind commercial umbrella accounts 24 hours a day, 7 days a week without underwriter involvement. All from the comfort and convenience of your office or home!

AIG e-Excess is one of the leading online rate, quote and bind systems for mono-line Excess Casualty coverage. The unique combination of our broad underwriting appetite, along with the simplicity and speed of AIG e-Excess, will help give you a distinct advantage over your competition.

The following lines of business can be uploaded from your AMS InStar[®] system to AIG e-Excess:

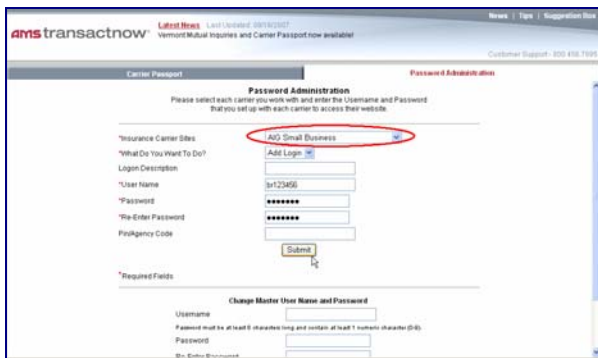
- Business Owners
- Business Auto
- General Liability
- Commercial Property
- Commercial Umbrella
- Commercial Package
- Worker's Compensation

Customize TransactNOW[®]

In order to upload commercial policy data to AIG e-Excess, you'll need to customize your TransactNOW for AIG Small Business.

Standalone Version of TransactNOW

1. Double-click on the "Configure TransactNOW" icon on your desktop.
2. Type in your TransactNOW Master Username and Password.
3. Select 'AIG Small Business' from the drop-down list of available TransactNOW carrier partners.



4. Type in the User Name and Password you use to access the website for AIG Small Business (i.e., br# for AccessAIG.com). They are case sensitive.
5. Click the Submit button and logout – you are ready to use TransactNOW!

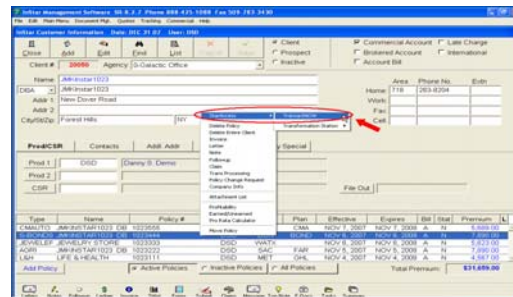
Network Version of TransactNOW

1. Double-click on your desktop link that connects you to the database of TransactNOW users and passwords on your network server (or alternately, ask your system administrator to add your userid and password if you haven't been authorized to update your own userid credentials.)
2. Type in your TransactNOW Master Username and Password.

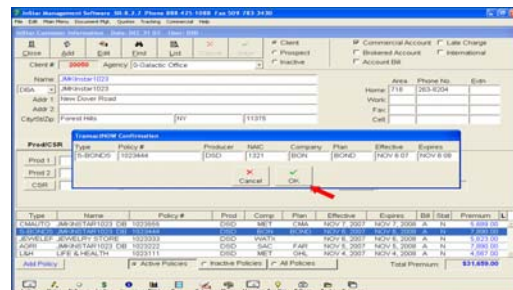
3. Select 'AIG Small Business' from the scrolling list on the right-hand side of available TransactNOW carrier partners.
4. Type in the User Name and Password you use to access the website for AIG Small Business (i.e., br# for AccessAIG.com). They are case sensitive.
5. Logout – you are ready to use TransactNOW!

Upload a Commercial Policy

1. In your InStar system, **right-click** on the commercial policy you want to service and select **StarAccess**.
2. Within the StarAccess menu, select **TransactNOW**.



3. Confirm the policy export information and click the **OK** button.



4. TransactNOW launches – select **AIG Small Business** from the Carrier dropdown field if it didn't automatically pre-fill (it will only pre-fill if you are uploading an AIG policy).



5. Check the **Quote Request** checkbox and select the **Umbrella / Excess** radio button.
6. Click the **Submit Inquiry** button. The AIG e-Excess application will launch momentarily.

For additional instructions on using AIG e-Excess, please refer to the **AIG e-Excess User Guide** via the following website:
http://www.aig.com/Small-Business-platforms_20_31211.html