

# ONLINE ACCESS THAT'S MADE TO MEASURE

## Setting up a Master Account for 2 or more Master Users



Enjoy all the current and future benefits of our innovative Online Service Centre by setting up a Master Account with us today. Setting up a Master Account gives you full and immediate access to a whole range of policy servicing functions, access to full details of all your RL360° policies and the option to apply for online switching.

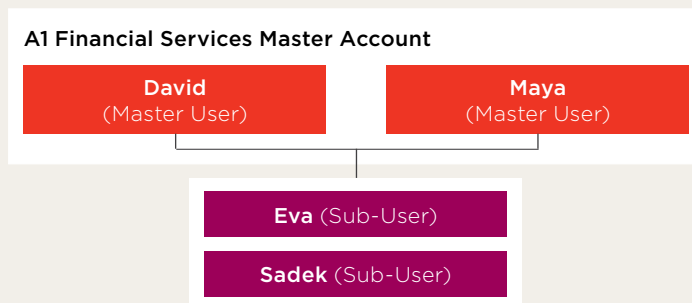
And as a Master User, all new policies will automatically be assigned to your Account, you will see pipeline details and, as we introduce exciting new functions in the future, you will automatically have access to them.

You can set up a structure for one or more Master User/s. Follow the steps (right) to create a Master Account today.

### Example

A1 Financial Services is a Company with 2 business principals, called David and Maya. Both David and Maya need to see all policies attached to A1 Financial Services, so both are set up as Master Users.

They also have 2 administrators (called Eva and Sadek) who they want to grant access to some, but not all, of their policies so that they can prepare regular policy valuations. Once David and Maya are set up as Master Users, they can go to the Online Service Centre site and create Eva and Sadek as Sub-Users.



### Creating a Master Account is as simple as 1, 2, 3...

1. Complete the *Master Account Agreement Form* (ref RL170)
2. Apply to be a Master User by completing page 2 only of the *Account Creation and User Registration Form* (ref RL171). **Fill out the same form again for each person you wish to create as a Master User**
3. Send both original, signed forms to us at Web Support, RL360°, RL360 House, Cooil Road, Douglas, Isle of Man, IM2 2SP, British Isles

If you have an Administrator who you'd like to have access to some (or all) of your RL360° policies, you can do that by creating a Sub-User online on our website once your Master Account is set up.