



Effective August 23, 2014 starting at 7:30PM CST, American Access will be changing its credit card processing service to Bank of America Merchant Services. This change will have minimal impact on our agents and customers and will provide a very reliable platform for all. There are a few things to note as we make this transition.

1. The ability to accept credit card payments will be **unavailable starting Saturday evening at 7:30 pm CST** until as late as midnight. Please be aware and make sure customers make their payments prior to this time to avoid possible cancellation.
2. There will be an **additional verification required to enroll a customer in our recurring payment plan**. Please read this policy to your customer and have them accept the policy.

Enter Payment

EZ-Pay	Current Balance & Equity	Balance & Equity After Payment
Pay Policy Off in Full: \$641.35	Premium Balance: \$628.35	Premium Balance: \$569.31
Suggested Payment (including fees): \$72.04	Fee Balance: \$0.00	Fee Balance: \$0.00
	Total Balance with Fees: \$628.35	Total Balance with Fees: \$569.31
	Equity: Sep 16, 2014	Equity: Oct 17, 2014

Tender Type	Ref #	Amount
Credit Card - VISA		\$ 72.04
Total Paid:		\$72.04

Sign insured up for Recurring Payments? Yes: No:

Card holder Name:

Card holder On Policy: Yes: No:

E-Mail Address:

By checking the box below, I have confirmed that customer has been read the following information, agrees to the terms of the recurring credit card program, and has provided authorization for the following:

- Your credit card will be charged each month for the premium/fees per your policy.
- Your card will be charged through the term of the policy and all renewal terms.
- Your signed authorization (obtained through your agent) is required should you choose to opt out of the program.
- If your card is declined for any reason (including invalid expiration date), you will automatically be removed from the recurring credit card program. Separate payment will be required to keep your policy in good standing.

Accept

Installment Fee	\$3.00
Policy Fee:	\$10.00
Premium Paid:	\$59.04

Step 1: Select Yes to enroll customer

Step 2: Enter the card holder's information

Step 3: Review the Recurring Payment policy

Step 4: Check to Accept

3. The billing address will be populated on the payment page.
4. If you are currently using some sort of credit card swipe connected to your PC, this functionality will no longer be available.

Questions?

Please contact your Underwriter, Underwriting Department or Marketing Representative at 888-663-5443.