



Agent Signs Before Insured Signs, Prior to Down Payment:

1. Who will sign the Premium Finance Agreement (PFA)?

- Select - I will sign first, then the Insured

2. Who will direct the Insured to the payment site?

- Select - IPFS will email the Insured **(Recommended)**
- I will email the insured.

3. How is the down payment being handled?

- Select - I want IPFS to collect directly from the Insured **(if Opted)**

4. Agree to representations

5. Special Instructions

- Only enter this information if it is critical to processing the agreement.

6. Submit PFA

- This will send an email with the PFA for the insured to sign.
- Once the insured signs and pays, the PFA will be sent electronically to IPFS.



Down Payment Funding Options

Commission funding may be available. Choose your commission option.

Option 1 - Commission

- Enter Commission % **OR** Commission \$ to Receive this Amount.

Option 2 – Fund 100% of Down Payment to Agent

Option 3 – Fund 100% of the Down Payment to the Market (GA/Broker)

Down Payment Funding

Please indicate which down payment funding option you would like to use.

OPTION 1

Commission

Policy Type	Policy Premium	Policy No.	Company	General Agent	Commission %	Commission \$
GL	\$5,000.00	PENDING	ACE AMERICAN INSURANCE CO		<input type="text" value="10.00"/>	<input type="text" value="500.00"/>

Broker Fee:

TOTAL TO YOU:

OPTION 2

Fund 100% of Down Payment to Agent

OPTION 3

Fund 100% of Down Payment to Market



Agent Signs First, Collects Down Payment and Sends to Insured for Signature:

1. Who will sign the Premium Finance Agreement (PFA)?

- Select - I will sign first, then the Insured

2. Who will direct the Insured to the payment site?

- Select - IPFS will email the Insured **(Recommended)**
- I will email the insured.

3. How is the down payment being handled?

- Select - I have collected the down payment

4. Agree to representations

5. Special Instructions

- Enter information only if critical to processing the agreement.

6. Submit PFA

- This will send an email with the PFA for the insured to sign.
- Once the insured signs, the PFA will be sent electronically to IPFS.

Submit PFA Email Options

IPFS will email the Insured

I will email the Insured

- Draft your own custom email
- Send yourself the link to access anytime