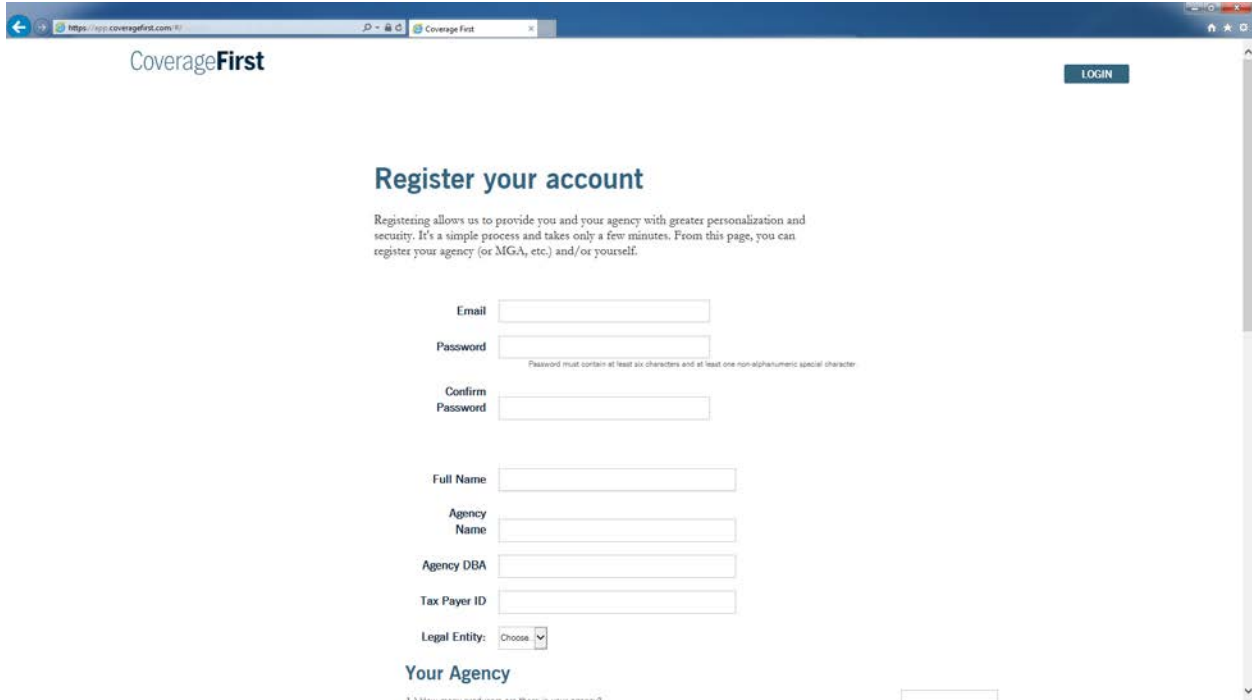


Registration Guide

Step1: Go to <https://www.coveragefirst.com/> and complete the form (screen shot example below) and click Submit. You will receive an email within 48 business hours asking you to log in and complete the registration.



CoverageFirst LOGIN

Register your account

Registering allows us to provide you and your agency with greater personalization and security. It's a simple process and takes only a few minutes. From this page, you can register your agency (or MGA, etc.) and/or yourself.

Email

Password
Password must contain at least six characters and at least one non-alphanumeric special character.

Confirm Password

Full Name

Agency Name

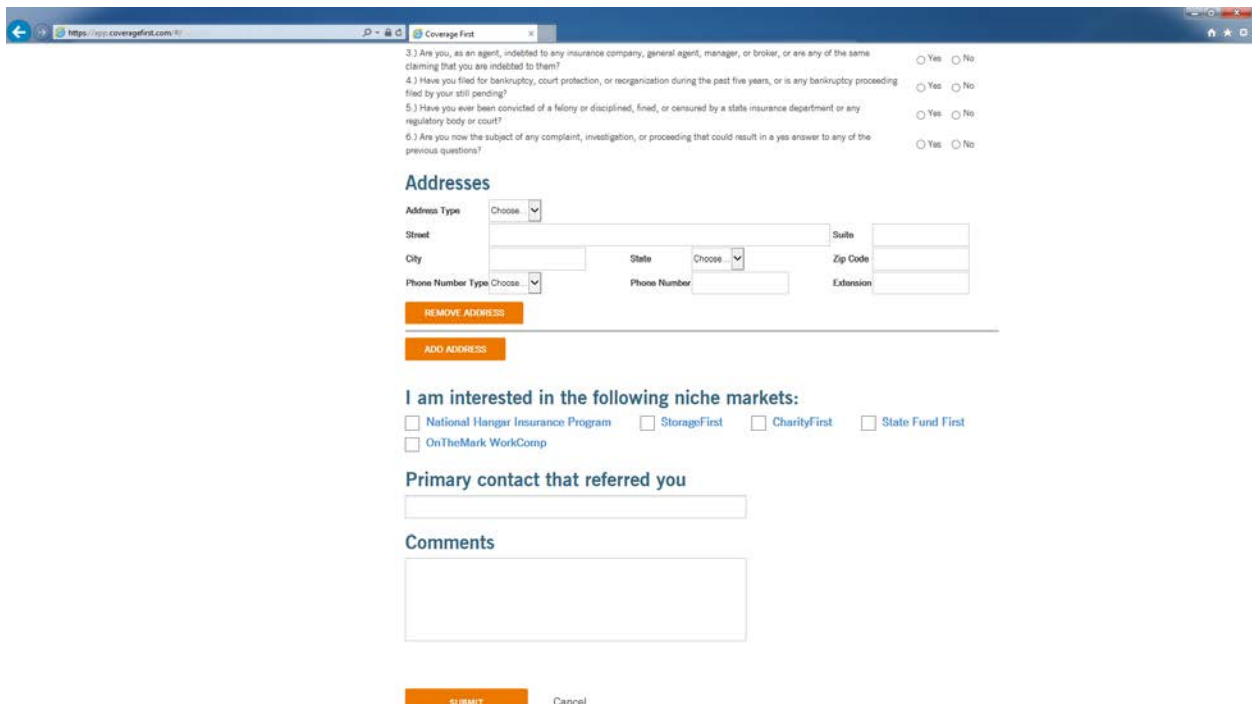
Agency DBA

Tax Payer ID

Legal Entity:

Your Agency

1.) How many producers are there in your agency?



3.) Are you, as an agent, indebted to any insurance company, general agent, manager, or broker, or are any of the same claiming that you are indebted to them? Yes No

4.) Have you filed for bankruptcy, court protection, or reorganization during the past five years, or is any bankruptcy proceeding filed by you still pending? Yes No

5.) Have you ever been convicted of a felony or disciplined, fined, or censured by a state insurance department or any regulatory body or court? Yes No

6.) Are you now the subject of any complaint, investigation, or proceeding that could result in a yes answer to any of the previous questions? Yes No

Addresses

Address Type

Street Suite

City State Zip Code

Phone Number Type Phone Number Extension

I am interested in the following niche markets:

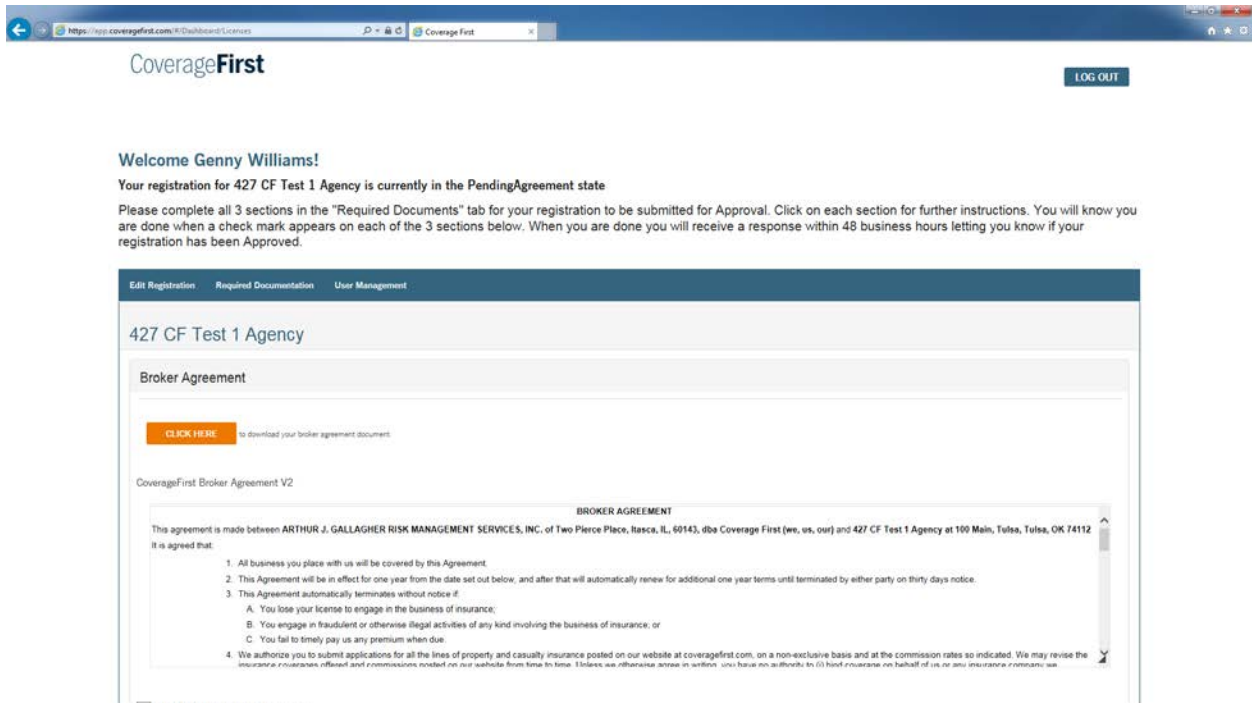
National Hangar Insurance Program StorageFirst CharityFirst State Fund First

OnTheMark WorkComp

Primary contact that referred you

Comments

Step 2: Once you have logged in, go to the Required Documentation section. Complete all 4 sections, Broker Agreement, Licenses, E&O, and W9. You have the option to upload your Resident Insurance License and E&O dec page or certificate and W9 directly to the site instead of emailing or faxing it to us. Once all 4 sections are complete click Save Registration.

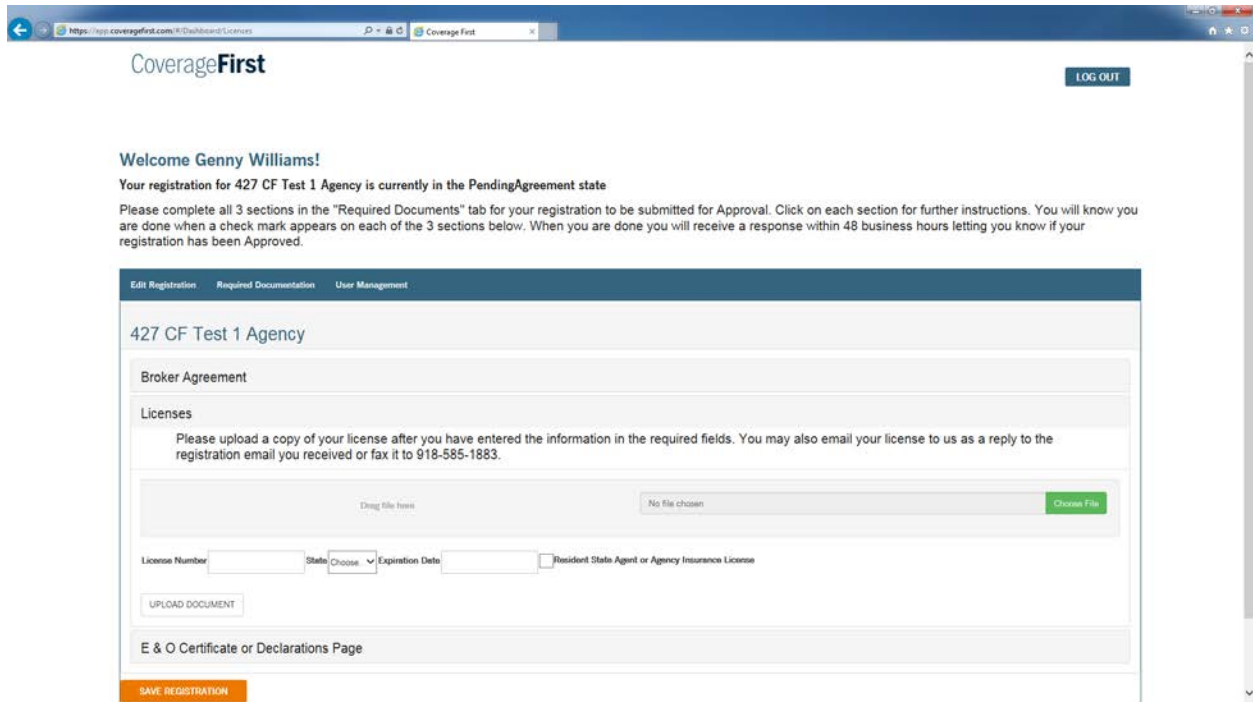


The screenshot shows a web browser window with the URL <https://app.coveragefirst.com/#/Dashboard/License>. The page header includes the CoverageFirst logo and a "LOG OUT" button. The main content area displays a welcome message for Genny Williams and a notification that the registration for 427 CF Test 1 Agency is in the Pending Agreement state. It instructs the user to complete three sections in the "Required Documents" tab. Below this, a navigation bar shows "Edit Registration", "Required Documentation", and "User Management". The "Required Documentation" section is active, showing the "427 CF Test 1 Agency" page. Under the "Broker Agreement" heading, there is a "CLICK HERE" button to download the document. The document content is displayed in a scrollable area, starting with "CoverageFirst Broker Agreement V2" and "BROKER AGREEMENT". The text of the agreement is as follows:

This agreement is made between ARTHUR J. GALLAGHER RISK MANAGEMENT SERVICES, INC. of Two Pierce Place, Itasca, IL, 60143, dba Coverage First (we, us, our) and 427 CF Test 1 Agency at 109 Main, Tulsa, Tulsa, OK 74112

It is agreed that:

1. All business you place with us will be covered by this Agreement.
2. This Agreement will be in effect for one year from the date set out below, and after that will automatically renew for additional one year terms until terminated by either party on thirty days notice.
3. This Agreement automatically terminates without notice if:
 - A. You lose your license to engage in the business of insurance;
 - B. You engage in fraudulent or otherwise illegal activities of any kind involving the business of insurance; or
 - C. You fail to timely pay us any premium when due.
4. We authorize you to submit applications for all the lines of property and casualty insurance posted on our website at coveragefirst.com, on a non-exclusive basis and at the commission rates so indicated. We may revise the insurance coverages offered and commissions posted on our website from time to time. Unless we otherwise advise in writing, you have no authority to (i) bind insurance on behalf of us or any insurance company we



427 CF Test 1 Agency

Broker Agreement

Licenses

Please upload a copy of your license after you have entered the information in the required fields. You may also email your license to us as a reply to the registration email you received or fax it to 918-585-1883.

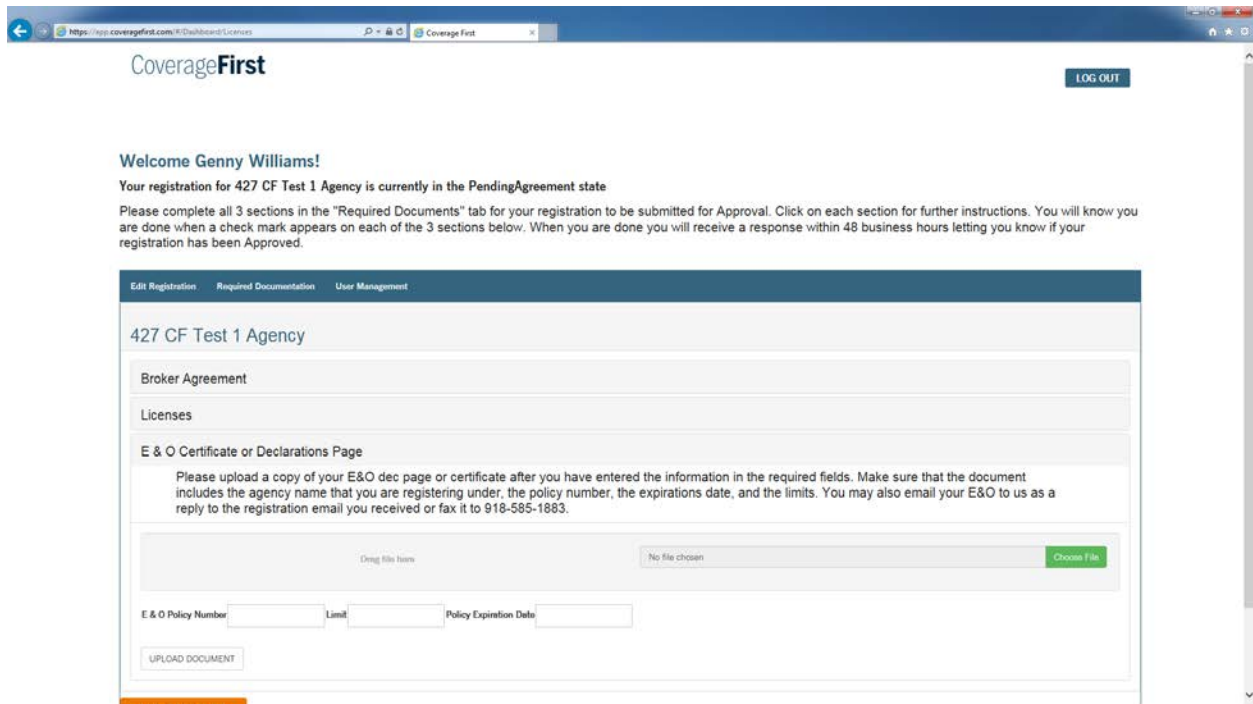
Drag file here No file chosen Choose File

License Number State Expiration Date Resident State Agent or Agency Insurance License

UPLOAD DOCUMENT

E & O Certificate or Declarations Page

SAVE REGISTRATION



427 CF Test 1 Agency

Broker Agreement

Licenses

E & O Certificate or Declarations Page

Please upload a copy of your E&O dec page or certificate after you have entered the information in the required fields. Make sure that the document includes the agency name that you are registering under, the policy number, the expirations date, and the limits. You may also email your E&O to us as a reply to the registration email you received or fax it to 918-585-1883.

Drag file here No file chosen Choose File

E & O Policy Number Limit Policy Expiration Date

UPLOAD DOCUMENT

SAVE REGISTRATION

Step 3: After your registration is saved it will be reviewed and you will receive an email confirmation either asking for more information or letting you know your registration has been approved.

Please email cinfo@coveragefirst.com or call 1-888-650-2685 with any questions.