

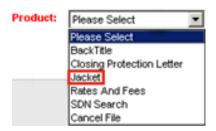




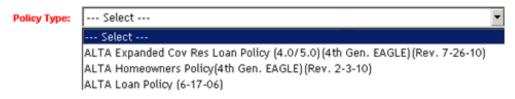
Policy Jacket - Request in RamQuest

Learn how to request a **Policy Jacket** via Closing Market[™] using the AgentNet Integration.

1. Select Jacket in the Product dropdown list in the Closing Market Services window



2. Select the desired option in the **Policy Type** dropdown list



NOTE: For simultaneous issues, click



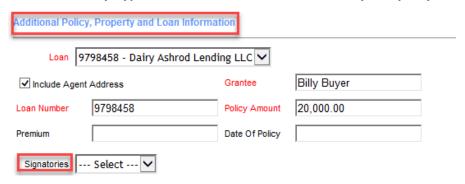
to add additional policies. Continue to select Policy

Type for simultaneous issues:

Staged Jackets



3. Based on Policy Type selection, enter Additional Policy, Property and Loan Information



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4. If applicable to the **Policy Type** selection, choose the appropriate **Authorized Signatory** from the **Signatories** dropdown

NOTE: If only one Signatory is available, it will become the default option.



NOTE: Authorized eSignatures <u>must</u> be setup in AgentNet in order to have options appear in the Signatories dropdown menu. Go to Manage eSignatures job aid on the User Guides tab in AgentNet for detailed instructions.

- 5. Click Order Jacket
- 6. Click Continue to respond to the confirmation that the order is successfully processed

 NOTE: The Jacket is added to File Scan Plus, and the Policy # is imported into your file in Complete

 Closing Enterprise.