Rates and Fees – Calculate in TitleExpress

Learn how to calculate rates and fees for Title Policy premiums and Closing Protection Letters using the TitleExpress® Integration with AgentNet®.

NOTE: For files and products created in versions prior to 8.10, Final Pricing must be calculated in version 8.10 or later to be eligible for eReporting.

Prerequisite to Calculate Rates and Fees

To start using the Rates and Fees Integration, preliminary setup must be done within System Management. Refer to the **AgentNet® and TitleExpress® Integration Customer Checklist** for training.

Get Rates and Fees

Beginning from an existing order on the **TitleExpress** homepage:

1. Click the **Policy** tab
2. From the **Summary** tab, select the default 'FATIC' **UW Table**
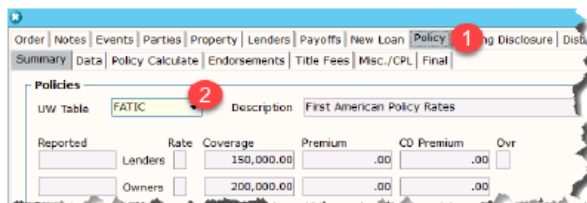
3. Press **[Tab]**
4. Click Request

   NOTE: If prompted, enter your AgentNet credentials and select the appropriate office location for the file. **TitleExpress** will validate the information in your file.

5. Select the **Product Type** from the dropdown list in the **Policy Rates** window

   NOTE: The **Closing Protection Letter (CPL)** will only appear when requesting rates in states where premiums are collected on CPLs. If you wish to price a CPL you must click the checkbox. A checkbox will appear if a CPL has been previously generated.
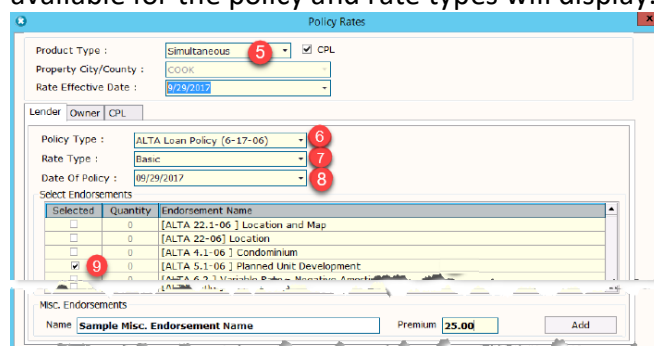
6. From the **Lender and/or Owner** tab, select the **Policy Type** from the dropdown list

7. Select the **Rate Type**

8. Select the **Date of Policy**

9. Click the checkbox next to the applicable **Endorsement(s)**

   NOTE: If applicable, additional **Policy** questions available for the policy and rate types will display.

   NOTE: Additional Endorsements may also be added manually in the **Miscellaneous Endorsements** section where permitted by entering **Name**, **Premium Amount** and clicking **Add**.

10. Answer any additional questions related to the **Policy Type** or **Endorsement**

11. If the **CPL** has been requested, select the applicable **Charge Item** checkbox(es)

   NOTE: If the effective date of your quote differs from your **Date of Policy**, you may select a **Rate Effective Date.**

12. Answer any remaining questions for rate calculation as they appear

   NOTE: The **Get Rates** button is disabled until all outstanding questions are answered.

13. Click [Get Rates]

    NOTE: **Rates Summary** table will populate with the premiums returned from **AgentNet**.

14. Verify premiums to determine if override is required

15. Click [Done]

Post Pricing

Post-Pricing after obtaining Policy Jackets and CPL(s) is vital to ensure that calculated rates are recorded to the AgentNet order file. These steps are required to populate the AgentNet file for Remittance purposes and reporting on the AgentNet site.

After generating **Policy Jackets** and/or **CPL,** you will be prompted to obtain post pricing in the file with a message generated to facilitate remittance reporting through AgentNet:

1. From the **Policy Data** tab, click 'Yes'
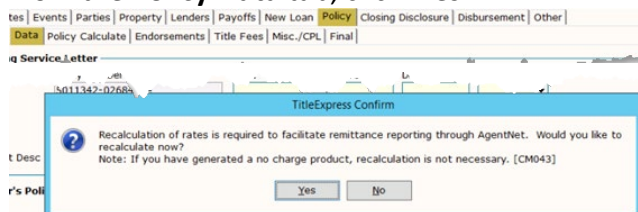
2. Login to **AgentNet**, if prompted

3. Click [Get Rates] in the **Policy Rates** window

4. Verify your selections

5. Click [Done]

Update Rate Request

After calculating premiums within your **TitleExpress** file, should you then change any field affecting premiums (such as the Sales Price or Loan Amount), policy rates will not automatically recalculate. You must update the premiums for your file.

You update your premium calculations by clicking the **Update** button in the **Policy** tab
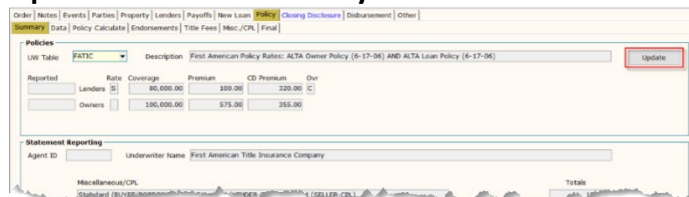
NOTES:
- The **Policy** tab will be highlighted in yellow.
- After a successful rates request you will notice the **Request** button is now labeled as **Update.**

Optional
Override Premiums

After calculating premiums, you may apply any appropriate overrides by following the steps below:

1. Select the **Override Reason** from the dropdown list
   NOTE: When you select the **Override Reason**, the **Total Premium** field will become editable.

2. Enter the override **Premium** amount

3. Click [Recalculate] to receive updated **AgentNet** and **Underwriter** premiums

4. Click [Done]
   NOTE: Rates are populated to the Policy tab and the applicable sub-tabs in the TitleExpress order.