



28 February 2018

To: Users of The Broker's Workstation and/or The Underwriter's Workstation

Dear Valued Client:

Re: The Broker's Workstation and The Underwriter's Workstation – Important Releases and Changes

Custom Software Solutions Inc. (CSSI) is pleased to announce the release of the following enhancements and newest features to **The Broker's Workstation (TBW)** and **The Underwriter's Workstation (TUW)**:

Contents

1. [Water Coverage Endorsement for My Mutual Insurance \(Saskatchewan\)](#) – Effective July 1, 2017 for new business and renewals, the Water Protection Coverage endorsement is available in TBW/TUW for brokers in Saskatchewan doing business with My Mutual Insurance.

1. Water Coverage Endorsement for My Mutual Insurance (SK)

Effective July 1, 2017 for new business and renewals, the Water Protection Coverage endorsement is available in TBW/TUW for brokers in Saskatchewan doing business with My Mutual Insurance. The Water Coverage endorsement is available for homeowners and farm homeowners policies.

When you are adding the Water Coverage endorsement to a new or existing IntelliQuote for My Mutual Insurance, **please ensure Latitude and Longitude, as well as the full risk address for the Primary Item**, have been entered correctly on the **Legal Location** tab in **Coverage Item Properties**. Input of these details will ensure eligibility for water coverage is determined accurately.

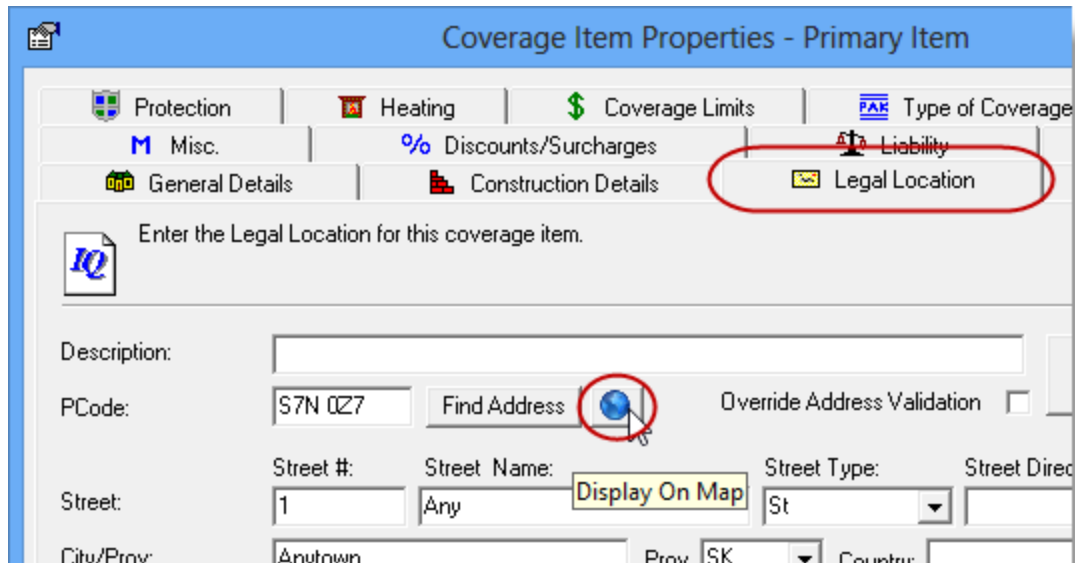
To find and input Latitude and Longitude values for the Primary Dwelling, please follow these steps:

For an Urban Location (Methods 1 and 2)

Method #1

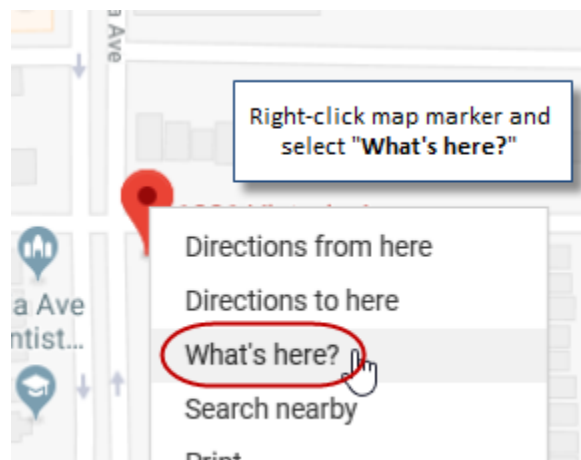
- a. On the **Legal Location** tab in **Coverage Item Properties**, ensure complete address details have been entered, and then click the **Display on Map**  button (see Figure 1.1).

(Figure 1.1)



- b. Google Maps will open in your browser window, with the dwelling location identified with a red map marker. Right-click the map marker and select **"What's here?"** in the right-click menu (see Figure 1.2).

(Figure 1.2)



- c. At the bottom of the browser window, additional location details will display, including the Latitude and Longitude values. Copy and paste these values in the **Latitude** and **Longitude** fields on the Legal Location tab (see Figure 1.3).

(Figure 1.3)

Method #2

- a. In your web browser, open the **GPS Coordinates** website:
<https://www.gps-coordinates.net/>
- b. Enter the dwelling address in the **Address** field, and then click the **Get GPS Coordinates** button (see Figure 1.4).

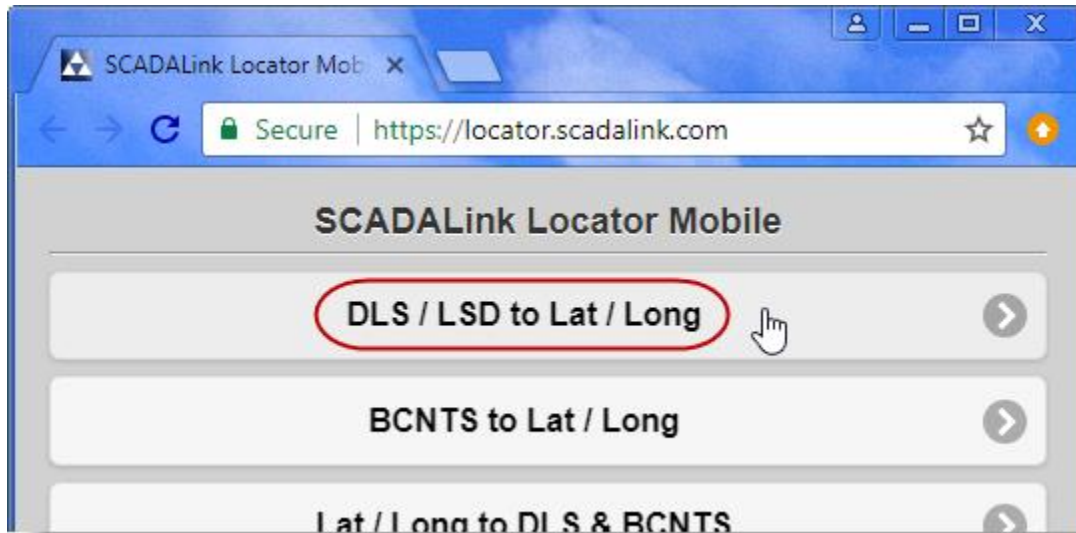
(Figure 1.4)

- c. Copy the Latitude and Longitude values displayed in the converter and paste them in the **Latitude** and **Longitude** fields on the Legal Location tab (see Figure 1.3).

For a Rural Location

- a. In your web browser, open the **SCADALink Locator** website: <https://locator.scadalink.com/>
- b. Click the **DLS/LSD to Lat/Long** option (see Figure 1.5).

(Figure 1.5)



- c. Enter rural location details, and then click **Convert** (see Figure 1.6).
 - o In the **LSD** field, enter information from the **Quarter/Half** field on the Legal Location tab in the IQ.

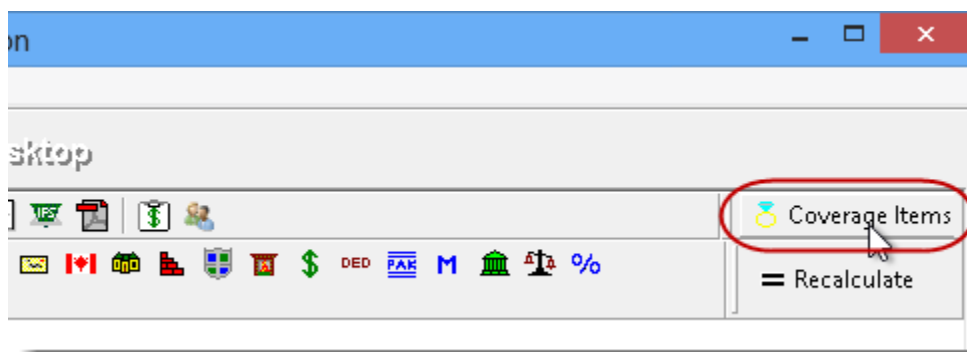
(Figure 1.6)

- d. Latitude and Longitude values will display in the **Result** field. Copy and paste these values in the **Latitude** and **Longitude** fields on the Legal Location tab in the IQ (see Figure 1.3).

Add Water Coverage Endorsement

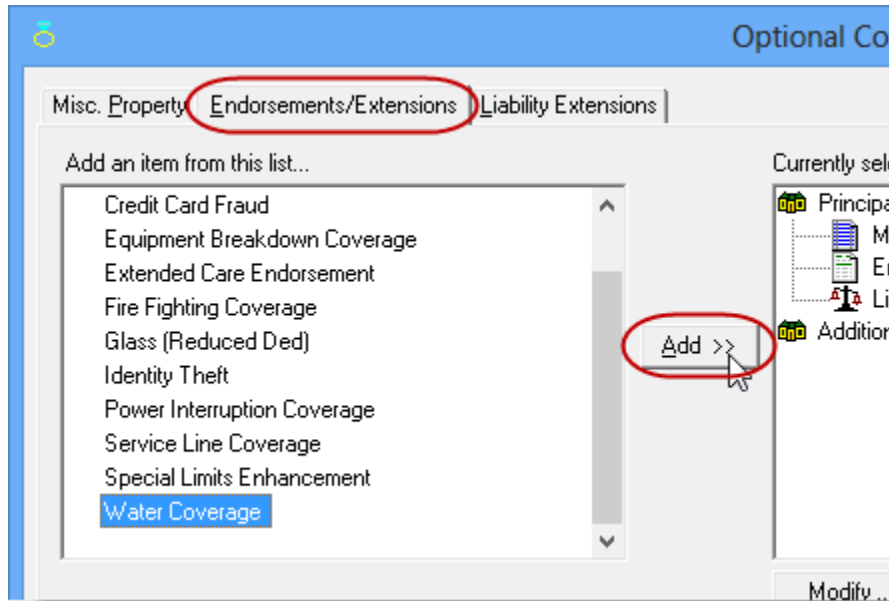
Now, to add the Water Coverage endorsement, click the **Coverage Items** button on the IQ toolbar (see Figure 1.7).

(Figure 1.7)



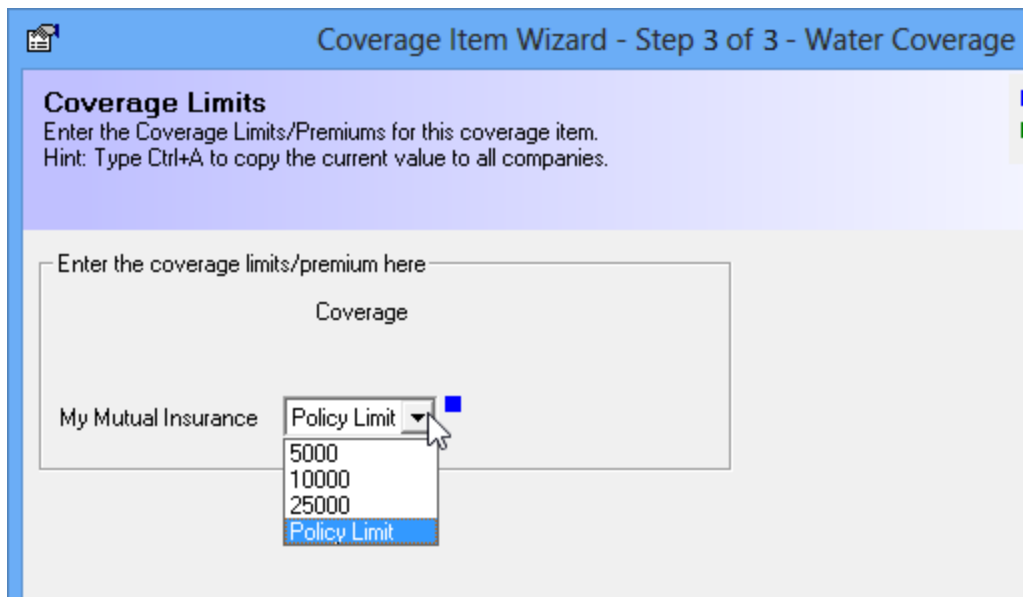
Then, in the **Optional Coverages** dialog, select **Water Coverage** on the **Endorsements/Extensions** tab, and click the **Add** button (see Figure 1.8).

(Figure 1.8)



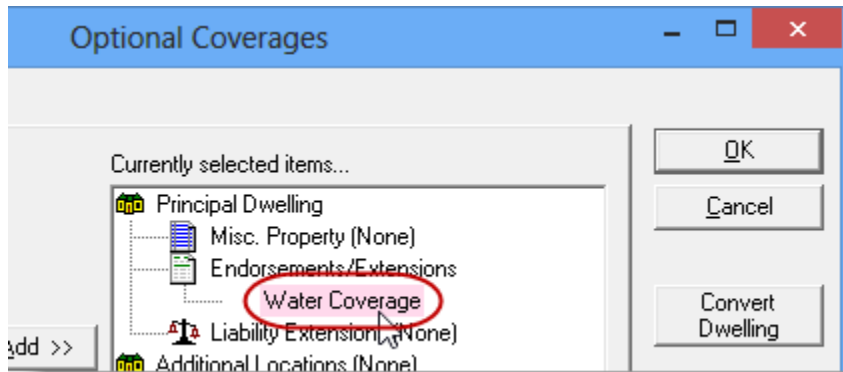
Enter applicable details (including *Location Factors* and *Coverage Limits*) with the help of the **Coverage Item Wizard** (see Figure 1.9). Use the **Next** button to move from one screen to the following, and then click **Finish**.

(Figure 1.9)



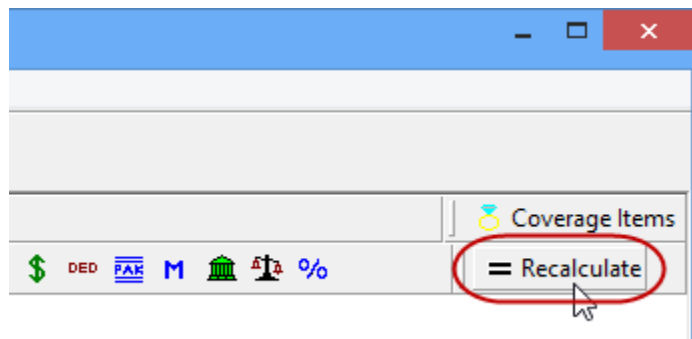
The newly added Water Coverage endorsement will display in the **Currently selected items** list in the **Optional Coverages** dialog (see Figure 1.10).

(Figure 1.10)



After you have completed or modified the IntelliQuote in the usual manner, remember to click the **Recalculate** button on the IQ toolbar to update the IntelliQuote with any changes (see Figure 1.11).

(Figure 1.11)



Details for the Water Coverage endorsement will display on the **Summary Report** tab in the IQ (see Figure 1.12).

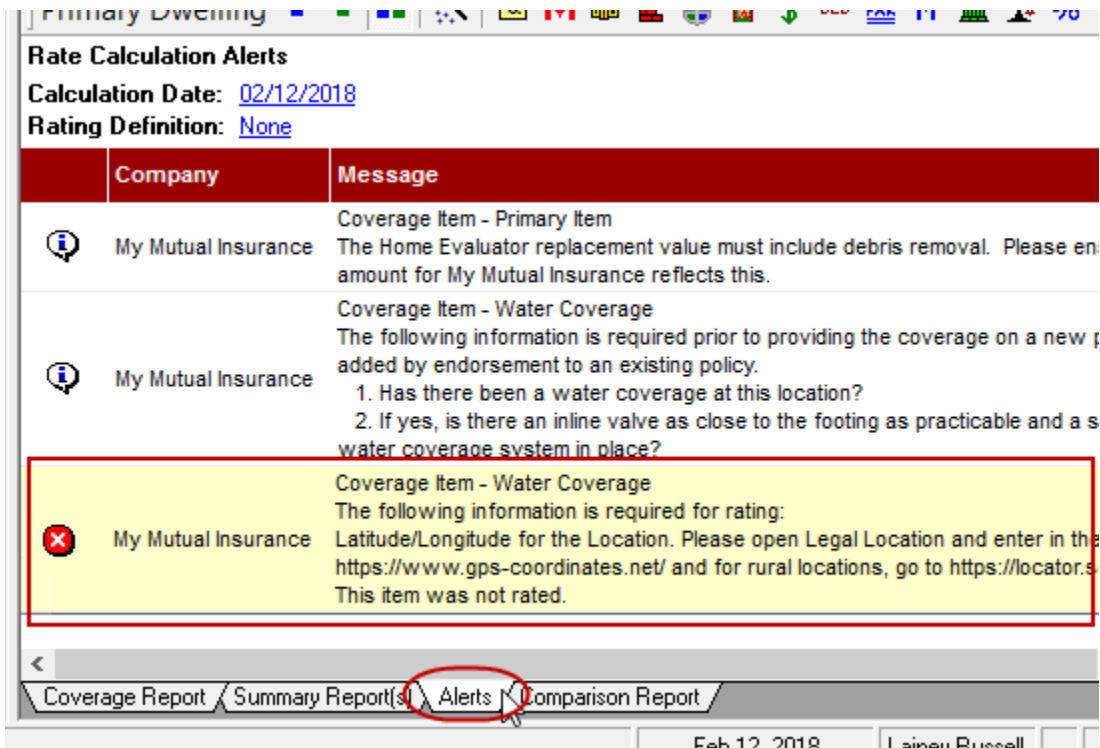
(Figure 1.12)

Rates as of:		JUL 1, 2017	(Renewals)
\$	Sub Total		\$2,173 \$2,173
ENDORSEMENT/EXTENSIONS			
Water Coverage			
- Coverage	Policy Limit		
- Location Factor	Tier 2		
- Risk Level	Low		
- Precision	Risk rate at latitude/longitude level		
- Total			\$325
Condominium Extension Endorsement			N/A

Please note the following for the Water Coverage endorsement:

- The Water Coverage endorsement for My Mutual Insurance incorporates Sewer Backup as one of the perils covered. As such, where the Water Coverage endorsement is available, Sewer Backup will only be available as included in that endorsement.
- If the Water Coverage endorsement has been added to the IQ, but geographic coordinates (latitude and longitude) for the Primary Dwelling have not been entered, an **Alert** will display to remind you to provide these details on the Legal Location tab (see Figure 1.13). An Alert will also display if the values have been entered incorrectly.

(Figure 1.13)



- Please refer to the bulletin you received from My Mutual Insurance for additional information about Water Protection Coverage.

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Please share this information with the appropriate TBW and TUW users in your office(s). Once you have reviewed this document, if you have any questions regarding these features or need further assistance in their usage, please contact our Client Services Team at clientservices@cssionline.com (email) or 1-888-291-3588 (toll-free telephone).

Thank you for using The Broker's Workstation and The Underwriter's Workstation.

Yours sincerely,

Custom Software Solutions Inc.



Microsoft Partner

Gold Independent Software Vendor (ISV)

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