

Temporary Quoting Procedure for California Risks

Effective immediately, please follow the procedure below until further notice:

1. Complete the New Business/Rewrite Required Info Form
 - Click [here](#) to download the form.
2. Enter your client in EZLynx and enter the application for the lines you would like quoted. Complete through to the Carrier Questions tab and click Finish.
3. Do **NOT** click on “SUBMIT TO CARRIERS”
4. If you would like a quote for a line of business not available in EZLynx, you can complete an Acord Application or obtain a quote request form on our website here:
<https://www.asbagent.com/forms/20703fa2-387d-47e6-828f-06d4802bad78>
5. Send an email to plnewbusiness@asbagent.com with the following:
 - In the subject line, provide the insured’s name and “Quote Request.”
 - In the body of the email, provide the line of business & any additional info that may assist us in the quoting process.
 - Attach the completed New Business/Rewrite Required Info Form and any quote request forms or other documentation necessary to assist in the quoting process.

Our team will take it from there! We know the carrier’s current appetite and guidelines, so once we review the submission, we will send you the best option for your client.

All new business that follows this procedure will get top priority in our office for quoting!

If you accidentally click on “Submit to Carriers”, we can still provide you with a quote. It is just a longer process. Simply email plnewbusiness@asbagent.com with the following:

- In the subject line, provide the insured’s name and “Error Message”.
- Attach the New Business/Rewrite Required Info Form and in the body of the email, include the line of business & any additional info that may assist quoting.

As our staff has time, we will process the quotes and return them to you.

If you have any questions, please contact Linda at 800-232-3622 x 109 or linda@asbagent.com.