HOW TO DO BUSINESS WITH AMERICAN GENERAL

Submission:

- ALL new business applications **MUST** be faxed/emailed directly to your assigned case manager.
- Please be sure to use the NEW BUSINESS TRANSMITTAL and include your contact information.
- If you do not receive an acknowledgement memo with a policy number via email within 1 business day, please call your case manager for confirmation of receipt.
- **DO NOT** SEND NEW APPLICATIONS DIRECTLY TO AIG!

Checking Case Status:

- Agents are **REQUIRED** to register at **https://estationsecure.americangeneral.com** from here you will be able to see any updates and status on each case. You can also email the UW team from here. This is your **ONLY** direct access with AIG.
- Please be sure to have the policy number and client name available during all correspondence.

Requirements and Monies:

- **ALL** requirements **MUST** be faxed your assigned case manager with a cover sheet indicating the client name and policy number.
- Please wait for the processing center to email you the policy number assigned and write the policy number in the MEMO section of the check.

Overnight checks should be sent to:
American General Life Insurance Company
New Business
1050 North Western Street
Amarillo, TX 79106

Regular Mail checks should be sent to:
American General Life Insurance Company
New Business
P.O. Box 90503
Amarillo, TX 79105-4003

- **DO NOT** send checks without a policy number. This could delay issue!

Risk Assessment
- **Quick Quotes – Contact Processing Center or Upline**

Illustrations and Marketing Support

- Please contact your immediate up line or
- AIG Sales Support **800-677-3311, Prompt 1**
- Refer to the Master Playbook for product, process and sales information
  http://www.americangeneral.com/masterplaybook

Submission of Contracts:

- Please email your **Downline Contracts** with Transmittal to Joelle Huynh at
  jhuynh@igroupweb.com   or fax to 703-991-6024.

Quick Ticket Program:

- Visit **www.AGQuickTicket.com** to complete your online application
  Click here to learn more about American General's Quick Ticket Program
  https://estationsecure.americangeneral.com/SharedFilePile/AGQuickTicket/Quick_Ticket_PLAYBO
  OK_CONTENT.pdf