

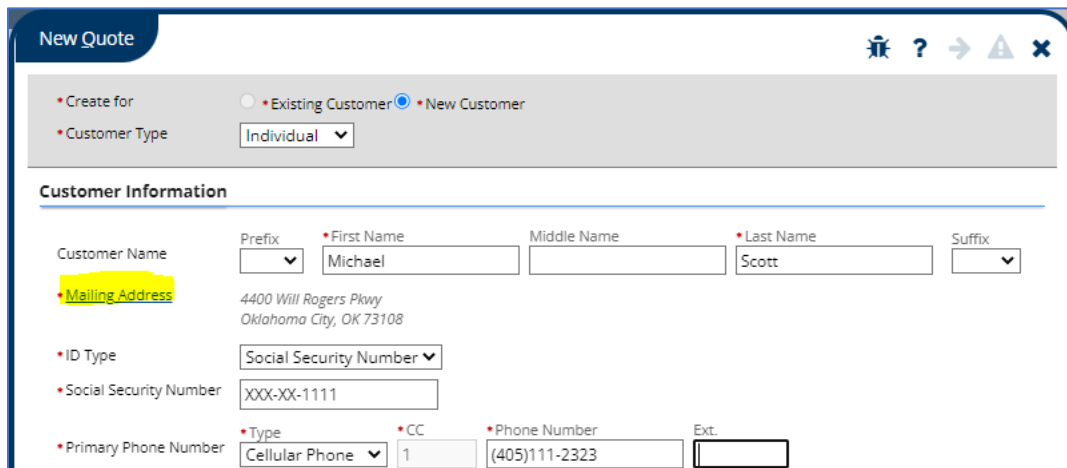
There are a few variations of address types in Policy Pro, including:

Mailing Address, Residence Address, and Risk Address.

This document will explain where each type is found, and what they mean.

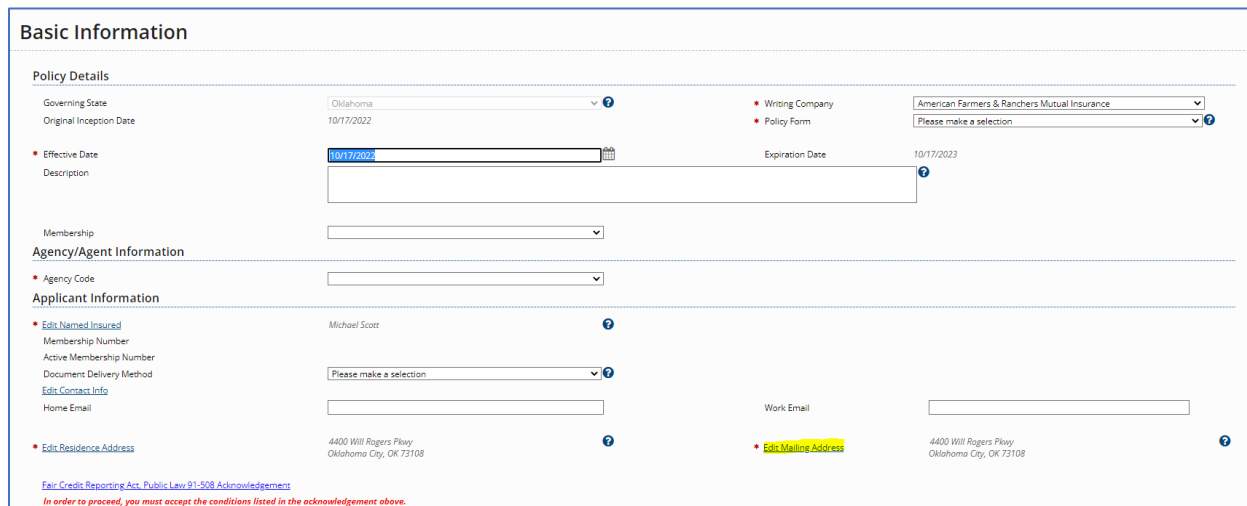
MAILING ADDRESS

- The **Mailing Address** is where the Insured will receive mailed items from AFR. This can be found in various places such as New Quote, Customer Info, and the Basic Information screen.
- The **Mailing Address** may also be different than the **Residence Address** and the **Risk Address**.
 - (Example: A Landlord has a rental property and has Policy Docs sent to their house versus the house being leased out.)



The screenshot shows the 'New Quote' form with the following details:

- Create for:** Existing Customer (unselected), New Customer (selected)
- Customer Type:** Individual
- Customer Information:**
 - Customer Name:** Prefix (dropdown), First Name (Michael), Middle Name (empty), Last Name (Scott), Suffix (dropdown)
 - Mailing Address:** 4400 Will Rogers Pkwy, Oklahoma City, OK 73108
 - ID Type:** Social Security Number
 - Social Security Number:** XXX-XX-1111
 - Primary Phone Number:** Type (Cellular Phone), CC (1), Phone Number ((405)111-2323), Ext. (empty)



The screenshot shows the 'Basic Information' form with the following details:

- Policy Details:**
 - Governing State: Oklahoma
 - Original Inception Date: 10/17/2022
 - Writing Company: American Farmers & Ranchers Mutual Insurance
 - Policy Form: Please make a selection
 - Effective Date: 10/17/2022
 - Expiration Date: 10/17/2023
 - Description: (empty)
- Agency/Agent Information:**
 - Agency Code: (empty)
- Applicant Information:**
 - Named Insured: Michael Scott
 - Membership Number: (empty)
 - Active Membership Number: (empty)
 - Document Delivery Method: Please make a selection
 - Home Email: (empty)
 - Work Email: (empty)
 - Residence Address: 4400 Will Rogers Pkwy, Oklahoma City, OK 73108
 - Mailing Address: 4400 Will Rogers Pkwy, Oklahoma City, OK 73108

ADDRESS TYPES

PolicyPro by Sapiens



RISK/RESIDENCE ADDRESS

- The **Risk Address** is the address of the location being quoted or insured under the policy. This can be found in various places such as New Quote, Customer Info, and the Basic Information screen.
- The **Residence Address** is the address where the named insured lives or resides. The Residence Address will often be the Risk Address, especially on a Homeowners policy, but may not be same on a Dwelling policy.
- The **Residence Address** and the **Risk Address** can both be different than the **Mailing Address**.

Basic Information

Policy Details

Governing State: Oklahoma
 Original Inception Date: 10/17/2022
 Effective Date: 10/17/2022
 Description:
 Expiration Date: 10/17/2023

Writing Company: American Farmers & Ranchers Mutual Insurance
 Policy Form: Please make a selection

Membership:
 Agency/Agent Information:
 Agency Code:
 Applicant Information:
 Edit Named Insured: Michael Scott
 Membership Number:
 Active Membership Number: Please make a selection
 Document Delivery Method:
 Edit Contact Info:
 Home Email:
 Work Email:
 Edit Residence Address: 4400 Will Rogers Pkwy, Oklahoma City, OK 73108
 Edit Mailing Address: 4400 Will Rogers Pkwy, Oklahoma City, OK 73108

Fair Credit Reporting Act, Public Law 91-508 Acknowledgement
 In order to proceed, you must accept the conditions listed in the acknowledgement above.

New Quote

Create for: Existing Customer New Customer
 Customer Type: Individual

Customer Information

Customer Name: Prefix: [v] First Name: Michael Middle Name: Last Name: Scott Suffix: [v]
 Mailing Address: 4400 Will Rogers Pkwy, Oklahoma City, OK 73108
 ID Type: Social Security Number [v]
 Social Security Number: XXX-XX-1111
 Primary Phone Number: Type: Cellular Phone [v] CC: 1 Phone Number: (405)111-2323 Ext: []

Policy Information

Override System Date: []
 Effective Date: [] Line of Business: [v]
 Selective Test Group: [v]
 Risk Address: 4400 Will Rogers Pkwy, Oklahoma City, OK 73108
 Trans Type: [v]

Submit **Cancel**