

New E-mail Subscriptions Option in iBIS

Effective 11-19-14, a new E-mail Subscriptions option is now available in iBIS under the Administration tab, Profile Information section. Security and Licensing Administrators can subscribe multiple individuals to receive the e-mail notifications sent from iBIS through this new section. All other users will have read only access to this section.

iBIS users can now also manage their personal e-mail subscriptions by navigating to the Personal Profile option, Agency Association(s) section and selecting the appropriate agency code. Users are able to subscribe to each of the following iBIS e-mail notifications:

- Agency Default Settings – notification is sent when company changes have been made to the Agency Profile – Default Settings
- Renewals – Commercial Lines – notification is sent when renewal quotes are released by Underwriting
- Renewals – Personal Lines – notification is sent when the monthly renewal reports are available
- Reports – Pending Cancel Report – notification will be sent when activity has taken place on the Pending Cancel Report

Please take a moment to review your E-mail subscriptions by accessing the Administration tab, Personal Profile, Agency Association(s) section and selecting the appropriate agency code.

Keep in mind, the Pending Cancel Report e-mail notification will only be sent to staff that is subscribed. All other notifications without individuals subscribed will be sent to the Personal and Commercial Lines contact listed in the Agency Profile, Contact Information section.

If you have any questions related to this enhancement, please don't hesitate to contact eBusiness Support at 1-800-234-1133 extension 3000 or send us an e-mail at agencyservices@fmins.com.