

STEPS ON HOW TO SIGN UP WITH CHOICE POINT

Choice Point Help Line: 1-800-456-6432

- 1) To begin go to www2.cplink2.com
- 2) Click "Become a Customer" at the top of the page
- 3) Click Start at the bottom
- 4) Fill out all the information on the page
- 5) Agent must put their agency name the way it reads on their TDI license. If their agency name is not licensed and registered with TDI then the agent must put their own personal name as their agency name.
- 6) If the agency does not have a Tax ID # then you need to put your Social Security number again in that blank.
- 7) Under the Personal Lines section check the following boxes:

ADD	Clue Auto
Clue Property	MVR
NCF	VIN Services
- 8) Your Sponsor will be the company that you are signing up with.
Agency code is 9999999 every time

On Page 2

- 9) Check all of the blank boxes
- 10) Then click "view documents"
- 11) Close out the screen (you do not have to read the documents)
- 12) Check the box that states that you "Agree to Terms"
- 13) Click "Forms" – You need to print this off and fax to Choice Point along with the agents license and/or agency license. Agent must fax these documents from the agencies dedicated fax line (from the fax number listed on this application and the fax header must be the same as the agency name on the application).
- 14) Then click Submit.
- 15) In 7 to 10 days you should receive an email giving you a Reference #. This Reference number need to be given to Select Insurance Markets and the sponsoring carrier