Power up

The right resources and relationships help us grow.

Westfield now requires a down payment with personal lines new business. When you submit a down payment, WesCom will display additional screens and new messages. Here's how to navigate these new screens:

WesCom tells you when a quote requires a down payment.

WesCom displays the down payment amount on the Quote Summary screen.

Complete the eligibility and billing information as you currently do today.

WesCom displays a new screen called Down Payment, for policies that require a down payment.

If the customer already has a billing account, the Down Payment screen shows the minimum down payment required. When the customer makes a down payment, this screen shows a \$0.00 payment due.

If the customer does not already have a billing account, the Down Payment screen displays an error message. Before you can submit a down payment, create a billing account.

When you are ready to submit a down payment, select PayNow. We now use Paymentus, our financial administration partner, to accept down payments. When you select PayNow, the system opens another tab in your browser and displays Paymentus screens to gather payment information. Don't worry, WesCom is still active behind the Paymentus tab.



This quote will require a down payment prior to submission.

Policy Effective From: 12:01 AM on 03/23/2023 To: 12:01 AM on 03/23/2024 Enter Date: 03/23/2023 Total Quote F \$3,221.00 Tort: Full 6 month(s) premium is required through Paymentus as a Down Payment prior to the sub







A customer can use Automated Clearing House (ACH) or credit or debit card payments.

WesCom will prefill the: Name

- Policy number
- Address State
- City • Zip code
- Payment balance
 Amount due

You can edit the Pay this Amount \$ field so customers can pay more than is required if they want to.

When you enter the customer's email address, the system sends the customer an electronic receipt showing their down payment. Otherwise, the system generates a receipt that Westfield sends via the US Postal Service.

Be sure to add the payment method at the bottom of the page.

To set up credit and debit card payments:

- 1. Select either the credit card or debit card option.
- 2. Insert the customer's card information into the appropriate fields.
- 3. Select Continue.



Enter Payment Inform	ation	Current Bill	
First Name	Last Name	Name	Andv Tes
Andy	Test		,
Daytime Phone Number	ZIP Code	Policy #	510074
	48824	Service Address	220 TROWBRIDGE RI EAST LANSING MI 4882
Email 📀	Re-Enter email	Total Amount Due	\$258.7
Pay this Amount \$ 258.75			
Payment Method			
	Credit Card		
Card Number CV	V O		
Enter card number C	N		
Expiration Date			
MM YYYY	3		
Card Holder Name			
Enter card holder name			

ard Number	CVV O	
Enter card number	CVV	
xpiration Date		
MM 🔽 Y	MAX	
ard Holder Name		
Enter card holder name		
Enter card holder name		

Payment Method	
	Credit Card
	Debit Card
echeck)	eCheck / Bank Account
Where can I find the below information?	
Checking Savings	
Routing Number	
Enter routing number	
Account Number	
Enter account number	
Bank Name	
Enter bank name	
Account Holder Name	
Enter account holder	

To set up ACH payments:

- 1. Select the echeck option.
- 2. Insert the customer's bank account information into the appropriate fields.
- 3. Indicate that the customer authorizes the ACH direct debit payment.
- 4. Select Continue.

View Authorization Agreement for direct debit payment (ACH Debit).

I authorize ACH direct debit payment (ACH Debit).

When the system successfully validates the payment, Paymentus displays the Payment Receipt screen.

Once Paymentus completes the transaction and receives payment, you can complete your quote on WesCom.

four payment has been accepted.			
Confirmation #	48927707		
Payment Type	Standard Down Payment		
Policy #	5100746		
Status	ACCEPTED		
Payment Date	Sep 18, 2017 - 11:12:34 AM		
Payment Method	Checking Account *****7899		
Payment Amount	\$258.75		

Now that you've confirmed the down payment,

- 1. Close the Payment Receipt window.
- 2. Select Save in WesCom.

WesCom saves the down payment information you entered to the customer's account.

Required			
Do not submit payment unless all reports are ordered	and eligibility has been determined.		
Down Payment			
6 month(s) premium is required through Paymentus as a Down I	Payment prior to the submission of this quote.		
Down Payment Due:			
\$ 1537.50			
Balance Amount:			
\$ 3075.00			
Total Premium:			
\$ 2075.00			
By selecting below (or proceeding with the submission of this	application), i, as agent for the applicant, verify that the appli-	cant has been fully informed of the following:	
. That the applicant may make an insurance promium dor	on sement online through hitss: here severestus.com offer	red as a courtery to our customers.	
		FayNow	

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