BROKER E-BUSINESS PROCESS GUIDE



Winbeat – How to obtain Certificate of Currency

Select Transaction >	Transaction Entry		
	💭 ABC - WinBEAT Demon	istration Ledger - WinBEAT 4.2.25	
	FILE ENQUIRY	TRANSACTION BANK CLAINS MA	
	Enquiry	Transaction entry	
		Audit/Recovery	
		Compliance	
		Transfer policy to other client	
		Close of month	
	-		
2. Transaction entry			
Select View			
		1851 AM 16/10/2020 💷 🕫 🔁 🖬 💽 💿 🌑	<u>a</u> a <u>o</u> <u>k</u>
BEC - WinBEAT Demonstration Ledger - WeBEAT 4.2.23 FILE ENQUIRY TRANSACTION BANK CLAIMS	MAINTAIN FORMS REPORTS	1031.444 # P H 2 7 <u>m 9 % 0 0 m 2 m 2 0 0 0 0 0 0 0 0 0 0 0 0 0 0</u>	
28C - WritEAT Remonstration Ledge - WritEAT 42.23 Transaction entry PILE ENQUIRY TRANSACTION BANK CLAIMS Enquiry Transaction Receipt Transaction entry	MAINTAIN FORMS REPORTS Print Claim Compliance	1031.444 # 2 III 2 IIII 2 III 2 IIII 2 IIIII 2 IIII 2 IIIII 2 IIII 2 IIII 2 IIII 2 IIII 2 IIIII 2 IIIII 2 IIII 2 IIII 2 IIIIII	
ASC - WindFAT Commentation Ledger - WindFAT 42.23 Transaction entry FILE ENCURY TRANSACTION BANK CLAIMS Enquiry Transaction Receipt Transaction entry O Create	MAINTAIN FORMS REPORTS Print Claim Compliance	11051 AAA # 🔎 E# 😢 🗾 🧰 🎯 🎼 📴 🥏 📰 💁 🕥	
ABC WHEAT Demonstration Lodger - WheEAT 42.25 Transaction entry FILE ENQUIRY TRANSACTION BANK CLAIMS Enquiry Transaction Receipt Transaction entry O Create O Endorse O Cancel	MAINTAIN FORMS REPORTS Print Claim Compliance © Policy © Quote © Quote slip	1931 AAA # 2 H 2 J M 2 M 2 M 2 M 2 M 2 M 2 M 2 M 2 M 2	
ABC - Worlf2AT Cremonstration Ledger - Worlf2AT 42.25 Transaction entry FILE ENQUIRY TRANSACTION BANK CLAIMS Enquiry Transaction Receipt Transaction entry Create Create Create Cancel Convert	MAINTAIN FORMS REPORTS Print Claim Compliance © Policy © Quote slip	1851 AM 1967 AZZ 4 2 H 2 F 2 A 2 A 2 A 2 A 2 A 2 A 2 A 2 A 2 A	CGGOU HEL
AC - Write A Construction Ledger - Write A4 42-23 Transaction entry Transaction Receipt Create Create Cancel Amend Convert Delete	MAINTAIN FORMS REPORTS Print Claim Compliance © Policy © Quote slip	10311AM # P H C 7 m G K R C # S	
Alic WolfAT Demonstration Ledger - WolfAT 42-23 Transaction entry FILE ENQUIRY TRANSACTION BANK CLAMS Engagy Transaction Receipt Transaction entry Create Create Create Cancel Amend Convert Delete CResume	MAINTAIN FORMS REPORTS Print Claim Compliance © Policy O Quote Quote slip	1031 AAA 🖷 🔎 🖽 🔁 🗾 🧰 <table-cell> <table-cell> <table-cell></table-cell></table-cell></table-cell>	
Alic - WolfAT Demonstration Ledger - WolfAT 42.23 Transaction entry FILE ENQUIRY TRANSACTION BANK CLAMKS Engury Transaction Receipt Transaction entry Create Create Cancel Amend Convert Delete Resume	MAINTAIN FORMS REPORTS Print Claim Compliance © Policy O Quote O Quote slip	1031 AM # P H 2 I II 2 II 2 II 2 II 2 II 2 II 2 I	
AliC - WriteAl Demonstration Ledger - WriteAl 4.2.2 Transaction entry Transaction BANK CLAIMS Enquiry Transaction Receipt Create Create Cancel Amend Convert Delete Resume View Request document CLaunch Online Quoting	MAINTAIN FORMS REPORTS Print Claim Compliance © Policy O Quote O Quote Slip	1031 IAA # 2 H 2 I H 2 I M 2 I	
AC - Wolf A Tensoritation Ledger - Wolf A 4.23 Transaction entry FILE ENQUIRY TRANSACTION BANK CLAURS Enquiry Transaction entry Create Create Create Cancel Amend Convert Delete Resume View Request document Launch Online Quoting	MANTAN FORMS REPORTS Print Claim Compliance © Policy © Quote © Quote Slip		
AlC - Wretted Demonstration Ledger - Wretted 4.2.23 Transaction entry FILE ENQUIRY TRANSACTION BANK CLAIMS Enquiry Transaction entry Create Create Cancel Amend Convert Delete Resume View View Creates Cancel Cancel Convert Conver Convert Convert Convert Convert Conver Convert Con	MAINTAIN FORMS REPORTS Priet Claim Compliance O Policy O Quote O Quote slip	1031 AAA # P H C I I Cancel	



Stage 3. Select Policy

- From the Client drop down box, select the client record

	1132.AM 16/10/2020	■ 2 Ħ C <mark>F 🧧 🧕 🧃 🚱 C</mark> 🖩 🔜 3	S 🛇 🖷 🗶 😣 🖉
ABC - Win8EAT Demonstration Ledger - Win8EAT 4.2.25 2LOUGH-Tre FILE ENQUIRY TRANSACTION BANK CLAI	MS MAINTAIN FORMS REPORTS		LOG OUT HELP
Enquiry Transaction Receipt	Print Claim Compliance		
Transaction entry » Se	ect policy		
Transaction View policy	Select the Client Record		
Client CLOUGH	• G Search	Client group Not Applicable	
Telephone	839 Collins Street	Account manager Office Account	
Primary contact	DUCKLANDS VIC 3001	Balance \$116,752.19	
Contact phone		Unallocated \$0.00 Outstanding \$116.752.19	
Activity Click Show	Contacts	Compliance type Unknown	
Policies			
Show ○ All ⊙ Live ○ Ot	tstanding		
Class Underwrit Business QBE	EDI Policy number Inception Expiry S 141 BPK 6/05/2020 6/05/2	Activity Premium Balance 021 Active \$1,001.62 \$1,001.62	
Business QBE Business QBE	S 141 BPK 11/05/2020 11/05/2 S 141 BPK 24/06/2020 24/06/2 C 141 UD 40/02200 24/06/2	D21 Active \$2,458.29 \$2,458.29 D21 Active \$2,568.78 \$2,568.78 D20 Active \$2,568.78 \$2,568.78	
Commercial Motor QBE	S 141 MPA 18/10/2019 18/10/2 S 141 MVA 16/07/2020 16/07/2 S 141 BDK 23/09/2020 23/09/2	UZU ACTIVE \$290.49 \$290.49 021 Active \$511.98 \$511.98 021 Active \$525.90 \$525.90	
Business QBE Business QBE	S 141 BPK 25/09/2020 25/09/2 S 141 BPK 25/09/2020 25/09/2	021 Active \$5,200.56 \$5,200.56 21 Active \$7,931.98	
Business QBE Business QBE	S 141 B Select policy 10/2020 13/10/2 S 141 B Select policy 10/2020 13/10/2	021 Active \$2,650.63 \$2,650.63 021 Active \$2,650.63 \$2,650.63	
Business QBE Business QBE	S 141 BPK 13/10/2020 13/10/2 S 141 BPK 13/10/2020 13/10/2	021 Active \$2,650.63 \$2,650.63 021 Active \$2,650.63 \$2,650.63	
Business QBE	S 141 BPK 13/10/2020 13/10/2	021 Active \$2,650.63 \$2,650.63 < Back Next > Cancel	wintest - 16/10/2020 10:31:58 AM
WintEAT 42.25 Contact us Legals	S 141 BPK 13/10/2020 13/10/2 Click Next	021 Active \$2,650.63 \$2,650.63 < Back Next > Cancel	wintest - 16/10/2020 10:31:58 AM
WinBEAT 4.225 Contact us Legals WinBEAT 4.225 Contact us Legals 4. Select Version Click Next	S 141 BPK 13/10/2020 13/10/2 Click Next	021 Active \$2,650.63 \$2,650.63 < Back	wintext - 16/10/2020 10:31:58 AM
WinBEAT 4225 Contact us Legals 4. Select Version Click Next	S 141 BPK 13/10/2020 13/10/2 Click Next	021 Active \$2,650.63 \$2,650.63 < Back	wintest - 16/10/2020 10:31:58 AM
WinBEAT 42.25 Contact us Legals 4. Select Version Click Next	S 141 BPK 13/10/2020 13/10/2 Click Next	021 Active \$2,650.63 \$2,650.63 < Back	wintext - 16/10/2020 10:31:58 AM
WinBEAT 4.225 Contact us Legals WinBEAT 4.225 Contact us Legals 4. Select Version Click Next	S 141 BPK 13/10/2020 13/10/2 Click Next	021 Active \$2,650.63 \$2,650.63 < Back	wintext - 16/10/2020 10:31:58 AM
	S 141 BPK 13/10/2020 13/10/2 Citck Next	221 Active \$2,650.63 \$2,65	wintext - 16/10/2020 10:31:58 AM
	S 141 BPK 13/10/2020 13/10/2 Click Next	021 Active \$2,650.63 \$2,650.63 < Back	wintext - 16/10/2020 10:31:38 АМ - С Х Х СОС ОЦТ ПЕР (
C-WellEAT 42.25 Contact us Legals WellEAT 42.25 Contact us Legals 4. Select Version Click Next C-WellEAT Demonstration League - WellEAT 42.25 C-WellEAT - WellEA	S 141 BPK 13/10/2020 13/10/2 Click Next	021 Active \$2,650.63 \$2,650.63 < Back	wintest - 16/10/2020 10:31:58 AM
	S 141 BPK 13/10/2020 13/10/2 Cick Next	D21 Active \$2,650.63 \$2,65	wintest - 16/10/2020 10:31:58 AM
Current Content of Co	S 141 BPK 13/10/2020 13/10/2 Cick Next	D21 Active \$2,650.63 \$2,650.63 \$2,650.63 Cancel	wintext - 16/10/2020 10:31:58 AM
Contraction Contraction Contraction Click Next Contraction Contraction Click Next Contraction Contrac	S 141 BPK 13/10/2020 13/10/2 Cick Next Cick Next MAINTAIN FORMS REPORTS Print Claim Compliance Ct Version	EDI Sunrise	wintext - 16/10/2020 10:31:58 AM
C-Wold24T Demonstration (Legals WindEAT 4.2.25 Contact us Legals A. Select Version Click Next C-Wold24T Demonstration (Legar - Wold24T 4.2.25 CHITA CLICK Next C-Wold24T Demonstration (Legar - Wold24T 4.2.25 CHITA CLICK Next CTransaction Receipt Transaction View policy Versions Pulary20rd Sta COBE(AT-7932-1.1 NT	S 141 BPK 13/10/2020 13/10/2 Click Next Click Next Click Next Click Next Click Next Click Next Click Next Click Next	221 Active \$2,650.63 \$2,650.63 Cancel	wines: - 16/10/2020 10:31:58 AM
Click Next C-WedEAT 42.25 Contact us Legals Click Next Click Next Click Next C-WedEAT demonstration Ledger - WedEAT 42.25 CH-Transaction Receipt Transaction Plank cLAMK Transaction Plank CLAMK Transaction View policy Versions Poderydor State Called Content Sta	S 141 BPK 13/10/2020 13/10/2 Cick Next Cick Cick Cick Cick Cick Cick Cick Cick	221 Active \$2,650.63 \$2,650.63 Cancel Cancel EDI Sunrise	wintest - 16/10/2020 10:31:58 AM
	S 141 BPK 13/10/2020 13/10/2 Cick Next Cick Next MAINTAIN FORMS REPORTS Print Claim Compliance Ct version	221 Active \$2,650.63 \$2,650.63 Cancel Cancel EDI Sunrise	wintext - 16/10/2020 19:31:58 AM
C. WeidBeAT 4.2.25 Contact us Legals WeidBeAT 4.2.25 Contact us Legals 4. Select Version Click Next C. WeidBeAT Descendentation Ledger - WeidBeAT 4.2.25 CG4-Tre E. ENOURY TRANSACTION DANK CLAMS Transaction entry > Sele Transaction view policy Versions PolicyUst Status CalleLight-Trg32-1-1 NE	S 141 BPK 13/10/2020 13/10/2 Cick Next Cick Next MAINTAIN FORMS REPORTS Print Claim Compliance Ct Version	221 Active \$2,650.63 \$2,650.63 Cancel	wintext - 16/10/2020 10:31:58 AM
	S 141 BPK 13/10/2020 13/10/2020 MAINTAIN FORMS REPORTS Print Claim Compliance Ct Version CLS	221 Active \$2,650.63 \$2,650.63 Cancel	

WinBEAT 4.2.25 Contact us Legals

wintest - 16/10/2020 10:31:58 AM

< Back

Click Next

Next >

Cancel

								1	
		114	Page 3 of 3	123 words 🖸	English (Australia)	11 B	e 🖬 💀	🗞 🍙 🐖 🗴	
ABC - WinBEAT Demonstration Ledger - WinBEAT 4.2	.25	16/1	0/2020						- 0
FILE ENQUIRY TRANSACTION BANK	CLAIMS MAINTAIN FORMS REPORTS		_	_	_	_	_		LOG OUT HELP
Enquiry Transaction Receip	t Print Claim Complia	ince							
	🙆 QBE		_					Account: 41	
	BUSINESS > View Policy - 141 BPK	Click on t	the		Incepti	on: 13/10/2020 • F	ffective: 13/10/2020	 Expiry: 13/10/2021 	
	Policy & customer de	etails	tab						
	Policy Customer History Pr	Payment							
	Policy Summary	-							
	Here is a summary of the situations an	nd risks vou've added.							
	Situations		Associated Risk	s		Statu		Premium	
	525420 - FLORIST, RETAIL, OPERATION		Property / Busi	ness Interrunt	ion 💌			\$2 226 25	
	123 I FREMANTLE	WA 6160 -	Liability -					\$424.38	
	Abandon Options -							Next	
WinBEAT 4.2.25 Contact us Legals									wintest - 16/10/2020 10:31:5
e 6. Premium Tab Click on Optio Then Docume	ns nts								
e 6. Premium Tab Click on Optio Then Docume	ns nts								
e 6. Premium Tab Click on Optio Then Docume	ns nts								
e 6. Premium Tab Click on Optio Then Docume	ns nts								- o
Click on Optio Click on Optio Then Docume AGC-WinBEAT Demonstration Ledger - WinBEAT 4- 2006H-Tre THE ENQUIRY TRANSACTION BANK	ns nts 225 claims maintain forms reports								
ACC-WINBEAT Demonstration Ledger - WINBEAT A LOUGH-Tre FILE ENQUIRY TRANSACTION BANK Enquiry Transaction Recei	NS nts 225 CLAIMS MAINTAIN FORMS REPORTS M Print Claim Complia FOILCY of CLUSIONIE UCE	1000 21CLUJS							
AGC-WINBLAT Demonstration Ledger - WINBLAT 4 2006- Then Docume AGC-WINBLAT Demonstration Ledger - WINBLAT 4 2006H-Tra FILE ENQUIRY TRANSACTION BLANK Enquiry Transaction Receiv	ns nts 225 CLAIMS MAINTAIN FORMS REPORTS X Print Claim Compile FOILCY & CUSTOFFICI CE	900 Reflits							- 0 (106.007) (HELP)
Click on Optio Click on Optio Then Docume	ns nts 225 CLAIMS MAINTAIN FORMS REPORTS Print Claim Complex POILCY Of Claim Complex Policy Customer History Pre	ance Status							- 0 105.007 HELP
Click on Optio Click on Optio Then Docume AC-Wn8847 Demonstration Ledger - Win8847 A COUGH-Tre PILE ENQUIRY TRANSACTION BANK Enquiry Transaction Receiv	ns nts	nece Status emium Payment							- 0 L0C007 (ELP
Click on Optio Click on Optio Then Docume AG-WnBAT Demonstration Ledger - WnBEAT A 2000F-Tre PILE ENQUIRY TRANSACTION BANK Enquiry Transaction Recei	ns nts	nnce Etclifs emium Payment							
e 6. Premium Tab Click on Optio Then Docume	ns nts	entium Payment							
e 6. Premium Tab Click on Optio Then Docume	ns nts	entium Payment WIN FAP	Premium	Levies	⊠ S/Duty	GST	Total	⊠ comm.	
e 6. Premium Tab Click on Optio Then Docume	225 CLAIMS MAINTAIN FORMS REPORTS Print Claim Complia POILCY OL LISTOTIET LEE Policy Customer History Pre Policy Premium Breakdow	ence Etclips entium Payment FAP Et WA 6160	Premium	Levies	⊠ S/Duty	GST	Total	⊠ Comm.	
e 6. Premium Tab Click on Optio Then Docume	25 CLAIMS MAINTAIN FORMS REPORTS Print Claim Complia POILCY OL CLISTOTICET CLE Policy Premium Breakdow R 123 FREMANTL Property	ence Etclills Payment FAP E WA 6160 51,714.06	Premium \$1,714.06	Levies \$0.00	✓ S/Duty \$188.54	65T \$171.41	Total	☑ comm \$385.66	
e 6. Premium Tab Click on Optio Then Docume	225 CLAIMS MAINTAIN FORMS REPORTS Print Claim Complia POLICY OLUSIONIELI LEE Policy Premium Breakdow R 123 FREMANTL Property Fire Terrorism	ence Payment Payment FAP EWA 6160 51,714.06 5125.82	Premium 51,714.06 \$125.82	Levies \$0.00 \$0.00	✓ S/Duty \$188.54 \$13.84	65T \$171.41 \$12.58	Total \$2,074.01 \$152.24	⊠ Comm \$385.66 \$28.31	
e 6. Premium Tab Click on Optio Then Docume	225 CLAIMS MAINTAIN FORMS REPORTS Print Claim Complia FOLLCY & CLISIOTIELE LEE Policy Premium Breakdow	ence Pacifics Payment FAP E WA 6160 E WA 6160 S1,714.06 S1,25.82 S350.73	Premium 51,714.06 \$125.82 \$350.73	Levies 50.00 \$0.00	S/Duty \$188.54 \$13.84 \$38.58	65T \$171.41 \$12.58 \$35.07	Total \$2,074.01 \$152.24 \$424.38	∑ Comm \$385.66 \$28.31 \$78.91	
e 6. Premium Tab Click on Optio Then Docume	25 CLAIMS MAINTAIN FORMS REPORTS Print Claim Complia POILCY OL LISTOTICET CLE Policy Premium Breakdow Policy Premium Breakdow N 123 FREMANTL Property Fire Terrorism Liability	ence Payment Payment E WA 6160 E WA 6160 51,714.06 5125.82 5350.73	Premium 51,714.06 \$125.82 \$350.73	Levies \$0.00 \$0.00	S/Duty \$188.54 \$13.84 \$38.58	65T \$171.41 \$12.58 \$35.07	Total \$2,074.01 \$152.24 \$424.38	∑ Comm \$385.66 \$28.31 \$78.91	
e 6. Premium Tab Click on Optio Then Docume	225 CLAIMS MAINTAIN FORMS REPORTS Print Claim Compile FOILCY CLISTOTIET CLE Policy Premium Breakdow Policy Premium Breakdow N 123 FREMANTL Property Fire Terrorism Liability Intermediary Fee (incl.GST)	ence entime Payment entime E WA 6160 E WA 6160 51,714.06 5125.82 5350.73	Premium \$1,714.06 \$125.82 \$350.73	Levies \$0.00 \$0.00	S/Duty \$188.54 \$13.84 \$38.58	65T \$171.41 \$12.58 \$35.07	Total \$2,074.01 \$152.24 \$424.38 \$0.00	⊠ Comm \$385.66 \$28.31 \$78.91	
e 6. Premium Tab Click on Optio Then Docume	225 CLAIMS MAINTAIN FORMS REPORTS Print Claim Compile FOILCY CLISTOTIET CLE Policy Premium Breakdow Policy Premium Breakdow N 123 FREMANTL Property Fire Terrorism Liability Intermediary Fee (incl.GST) Grand Total	ence endum Payment endum FAP E WA 6160 E WA 6160 E S1,714.06 S1,714.06 S1,25.82 S350.73 E S2,930.61	Premium 51,714.06 \$125.82 \$350.73	Levies \$0.00 \$0.00 \$0.00	S/Duty \$188.54 \$13.84 \$38.58 \$240.96	65T \$171.41 \$12.58 \$35.07 \$219.06	Total \$2,074.01 \$152.24 \$424.38 \$0.00 \$2,650.63	⊠ Comm \$385.66 \$28.31 \$78.91 \$78.91	
e 6. Premium Tab Click on Optio Then Docume	223 CLAIMS MAINTAIN FORMS REPORTS Print Claim Compile POLICY CLISTOTICE LUCE POLICY CLISTOTICE LUCE POLICY Premium Breakdow N 123 FREMANTL Property Fire Terrorism Liability Intermediary Fee (incl.GST) Grand Total	ence endum Payment endum FAP E VA 6160 E VA 6160 E VA 6160 S \$1,714.06 S \$1,25.82 S \$350.73 C T S \$2,190.61	Premium 51,714.06 \$125.82 \$350.73	Levies \$0.00 \$0.00 \$0.00	S188.54 \$13.84 \$33.58 \$240.96	65T \$171.41 \$12.58 \$35.07 \$219.06	Total \$2,074.01 \$152.24 \$424.38 \$0.00 \$2,650.63	⊠ Comm \$385.66 \$28.31 \$78.91 \$78.91	
e 6. Premium Tab Click on Optio Then Docume	223 CLAIMS MAINTAIN FORMS REPORTS Print Claim Compile POLICY CLISTOTICET CCC POLICY CLISTOTICET CCC POLICY Premium Breakdow Property Fire Terrorism Liability Intermediary Fee (Incl.GST) Grand Total	ence endum Payment endum FAP E VA 6160 E VA 6160 E VA 6160 E VA 6160 S \$1,714.06 S \$125.82 S \$350.73 C T	Premium \$1,714.06 \$125.82 \$350.73 \$2,190.61	Levies \$0.00 \$0.00 \$0.00	S188.54 \$13.84 \$338.58 \$240.96	6ST \$171.41 \$12.58 \$35.07 \$219.06 mary	Total \$2,074.01 \$152.24 \$424.38 \$0.00 \$2,650.63	⊠ Comm \$385.66 \$28.31 \$78.91 	
e 6. Premium Tab Click on Optio Then Docume	223 CLAIMS MAINTAIN FORMS REPORTS Print Claim Compile Policy Customer History Pre Policy Premium Breakdow N 123 FREMANTL Property Fire Terrorism Liability Intermediary Fee (incl.GST) Grand Total	nece endum Payment Payment E WA 6160 E WA 6160 S \$1,714.06 \$1,714.06 \$1,714.06 \$1,714.06 \$1,714.06 \$3,50.73	Premium 51,714.06 \$125.82 \$350.73 \$2,190.61	Levies \$0.00 \$0.00 \$0.00	S188.54 S188.54 S138.4 S138.58 S138.5	65T 5171.41 \$12.58 \$35.07 5219.06 mary mium	Total \$2,074.01 \$152.24 \$424.38 \$0.00 \$2,650.63	☑ Comm \$385.66 \$28.31 \$78.91 \$492.88 \$492.88	
e 6. Premium Tab Click on Optio Then Docume	223 CLAIMS MAINTAIN FORMS REPORTS Print Claim Compile POLICY CLUSTOFFET CLEAR POLICY CLUSTOFFET CLEAR POLICY Premium Breakdow N 123 FREMANTL Property Fire Terrorism Liability Intermediary Fee (Incl.GST) Grand Total Underwriting Information	ence endum Payment endum FAP E WA 6160 E WA 6160 S \$1,714.06 \$1,714.06 \$1,25.82 \$350.73 	Premium 51,714.06 \$125.82 \$350.73 	Levies \$0.00 \$0.00 \$0.00	S188.54 S188.54 S138.4 S138.58 S240.96 Premium Sum Annual Pre Commissio	65T 5171.41 \$12.58 \$35.07 6219.06 mary nium	Total \$2,074.01 \$152.24 \$424.38 \$0.00 \$2,650.63	☑ Comm \$385.66 \$28.31 \$78.91 \$492.88	
e 6. Premium Tab Click on Optio Then Docume	223 CLAIMS MAINTAIN FORMS REPORTS Print Claim Compile Policy Customer History Pre Policy Premium Breakdow Policy Premium Breakdow Policy Premium Breakdow Policy Premium Breakdow Policy Premium Breakdow Property Fire Terrorism Liability Intermediary Fee (incl.GST) Grand Total	ence endum Payment Payment E WA 6160 E WA 6160 5 \$1,714.06 \$ \$125.82 \$ \$350.73 - \$ \$2,190.61	Premium 51,714.06 \$125.82 \$350.73 	Levies \$0.00 \$0.00 \$0.00	S188.54 S188.54 S138.4 S138.58 S240.96 Premium Sum Annual Pre Commissio GST on Cor	65T 5171.41 512.58 535.07 6219.06 maary nium	Total \$2,074.01 \$152.24 \$424.38 \$0.00 \$2,650.63	☑ Comm \$385.66 \$28.31 \$78.91 \$492.88 \$492.88 \$492.88	
e 6. Premium Tab Click on Optio Then Docume	25 CLAIMS MAINTAIN FORMS REPORTS Print Claim Compile POLICY CLISTOTICI CCC POLICY CLISTOTICI CCC POLICY Premium Breakdow 123 FREMANTL Property Fire Terrorism Liability Intermediary Fee (Incl.GST) Grand Total Underwriting Information	ence endum Payment endum FAP E WA 6160 E WA 6160 51,714.06 51,25.82 5350.73 - 52,190.61	Premium 51,714.06 \$125.82 \$350.73 	Levies \$0.00 \$0.00 \$0.00	S188.54 S188.54 S13.84 S13.84 S13.85 Premium Sum Premium Sum S5240.96	65T 5171.41 5171.41 5172.50 535.07 6 7 7 7 7 7 7 7 7 7 7 7 7 7	Total \$2,074.01 \$152.24 \$424.38 \$0.00 \$2,650.63	☑ Comm \$385.66 \$28.31 \$78.91 \$492.88 \$493.88 \$492.88 \$493.88 \$493.88 \$493.88 \$493.88 \$493.88 \$493.	
e 6. Premium Tab Click on Optio Then Docume	253 CLAIMS MAINTAIN FORMS REPORTS Print Claim Compile FOILCY CLISTOTICET CCC Policy Premium Breakdow Policy Premium Breakdow Policy Premium Breakdow Policy Premium Breakdow Policy Premium Breakdow Policy Premium Breakdow Fire Terrorism Liability Intermediary Fee (Incl.GST) Grand Total Underwriting Information	encie Etcliss emium Payment E WA 6160 E WA 6160 S1,714.06 S1,	Premium 51,714.06 \$125.82 \$350.73 \$2,190.61	Levies \$0.00 \$0.00 \$0.00	S188.54 S1384 S13.84 S13.84 S13.85 Premium Sum S240.96 Premium Sum S240.96	65T 5171.41 5172.50 535.07 6 7 7 7 7 7 7 7 7 7 7 7 7 7	Total \$2,074.01 \$152.24 \$424.38 \$0.00 \$2,650.63	☑ Comm \$385.66 \$28.31 \$78.91 \$492.88 \$493.89 \$493.	
e 6. Premium Tab Click on Optio Then Docume	252 CLAMS MAINTAIN FORMS REPORTS Print Claim Complete FOILCY OL LISTOTICET CLEAR Policy Premium Breakdow R 123 FREMANTL Property Fire Terrorism Liability Intermediary Fee (Incl.GST) Grand Total Underwriting Information Documents Confirmation of What Y	ence Etablis emium Payment FAP E WA 6160 E WA 6160 S 1,714.06 S 1,25.82 S 2,190.61 C 3,21,90.61 C 4,21,90.61 C 4,21,9	Premium \$1,714.06 \$125.82 \$350.73	Levies \$0.00 \$0.00 \$0.00	S188.54 \$13.84 \$33.58 \$240.96 Premium Sum \$240.96 Premium Sum S5 240.96	657 5171.41 \$12.58 \$35.07 6 219.06 10 10 10 10 10 10 10 10 10 10	Total \$2,074.01 \$152.24 \$424.38 \$0.00 \$2,650.63	 ☑ Comm \$385.66 \$28.31 \$78.91 \$492.88 \$492.88 \$492.88 \$492.88 \$492.88 \$492.88 	



ge 7. Policy Docum	nents				
• Select Item 4 >	Certificate	of Currency			
ABC - WinBEAT Demonstration Ledger - WinBEAT 4.	1.2.25				- 0 ×
CLOUGH-Tre FILE ENQUIRY TRANSACTION BANK	CLAIMS MAINTAIN FORM	MS REPORTS			
Enquiry Transaction Receipt	ipt Print Cl	aim Compliance			
	QBE			Account: 41:	
	BUSINESS > View Policy	r - 141 BPK	Inception: 13/10/2020 + Effectiv	e: 13/10/2020 • Expiry: 13/10/2021	
	Policy docu	iments			
	K Back				
		Documents			
		Document Type	Date Entered		
		1. Policy Schedule	13/10/2020		
		2. Policy TAX INVOICE	13/10/2020		
		4. Certificate of Currency	15/10/2020		
		(). Continue of Contacty			
		6			
		C	Close and go back		
S WinBEAT 4.2.25 Contact us Legals					wintest - 16/10/2020 10:31:58 AM
Click Save	0000000				
E: If policy has mu	ultiplelocation	ns, you can only select Ris	sks from one location for a Cer	tificate of Currency	/
		11:22 AM			
ABC - WinBEAT Demonstration Ledger - WinBEAT	vī 42.25	16/10/2020	■		- ø x
CLOUGH-Tre FILE ENQUIRY TRANSACTION BAN	NK CLAIMS MAINTAIN FO	RMS REPORTS			
Enquiry Transaction Rec	ceipt Print I	Claim Compliance			
	QBE			Account: 41	
	BUSINESS > View Poli	icy - 141	Inception: 13/10/2020 · Effect	ve: 13/10/2020 • Expiry: 13/10/2021	
	Policy doc	uments			
	-				
	< Back				
		Certificate of Currency			
		Select the risks you want to include on the ce	ertificate of currency.		
		Dolicy Section Disk	Location/Type of Business		
		Property 0001	123 FREMANTLE WA 6160	-	
		is repery soor	FLORIST, RETAIL, OPERATION		
		Liability 0002	123 FREMANTLE WA 6160 FLORIST, RETAIL, OPERATION	Click Save	
				CALK DAVE	
				7	
			Save		
		(Close and go back		
ust-n2					
WinBEAT 4.2.25 Contact us Legals					wintest - 16/10/2020 10:31:58 AM



Stage 9. Clauses to Print

• Select one or more clauses to Print on the Certificate of Currency by clicking in the box alongside the required clau

Enquiry Transaction Receipt Print C	MS REPORTS Iaim Compliance			LOG OUT HELP
Select Clause Print on Certific clicking in the	Clauses to Print Select the risk clauses you want to print on the ce s to the by 0001 SFT 0002 SFT	rtificate of currency. Clause Description POLICY WORDING QM485 POLICY WORDING QM485	Click Save	
	Clo	se and go back	Save	
-02 WinBEAT 4.2.25 Contact us Legals				wintest - 16/10/2020 10:31:58
The Certificate of Currency Click to Save documer Click to Print documen	should now open for you as it t	a PDF Document	I the Certificate of Cur	rency or Save th
Click to PDF documen	t. This function will allow v			
Click to PDF document document as a PDF	t. This function will allow y			
Click to PDF document document as a PDF	t. This function will allow y	오 백 원 🔽 🔳 🎯 🍓 関	<u>e</u> = <mark>2 0 0 -</mark> 4	<u>×</u>
Click to PDF document document as a PDF	t. This function will allow y	ዶ ⊯ € <mark>,</mark> <u>■ ● %</u> § ∋ ⊙⊙ ,	<u>e</u> f <mark>12 2 2 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1</mark>	<u> </u>
Click to PDF document document as a PDF	t. This function will allow y	P H C I G C C C C C C C C C C C C C C C C C	urance (Australia) Ltd Head Office Level5, 2 Park Street Sydney NSW 2000 ABN: 78 003 191 035 6 Licence No: 239545	A A B B B B B B B B B B B B B B B B B B

Details of the cover are listed below.

I



Stage 11. Close and go Back			
 Once you Close the PDF Docun Click Close and go back 	nentyou will be taken l	back to your Winbeat,	
	11:38 AM 16/10/2020	ਸ ਸ਼ 😑 🛃 🔤 🧕 🎼 🚱 🖉 🖩	🛂 💿 📧 🚈 🗶 📕
CLOUGH-TITE © CLOUGH-TITE © FILE ENQUIRY TRANSACTION BANK CLAIMS MAINTAIN FORMS REI Enquiry Transaction Receipt Print Claim	PORTS		
🙆 QBE			Account: 413314093
BUSINESS > View Policy - 14106 Policy docume	483398рк mts	Inception: 13/10/2020 • Effective: 13/10/	2020 • Expiry: 13/10/2021
< Back			
	Documents		
	Document Type	Date Entered	
	1. Policy Schedule	13/10/2020	
	2. Policy TAX INVOICE	13/10/2020	
	Copy of Policy Certificate of Currency	After you close the PDF Document, you need to click	
		Close and go back	
WinBEAT 4.2.25 Contact us Legals			wintest - 16/10/2020 10:31:58 AM