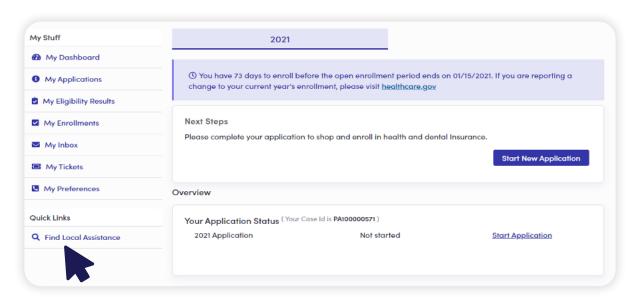


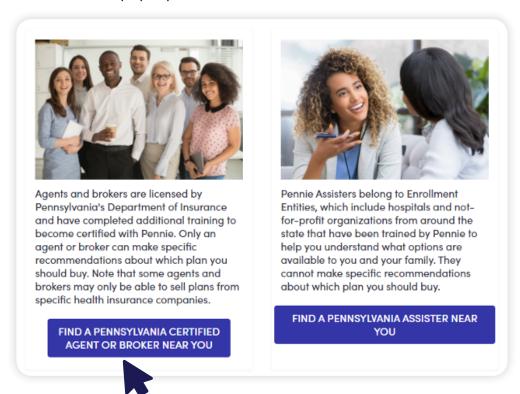
How to designate a Broker/Agent to a Customer

Log into your Pennie account. Your customer dashboard will be displayed.

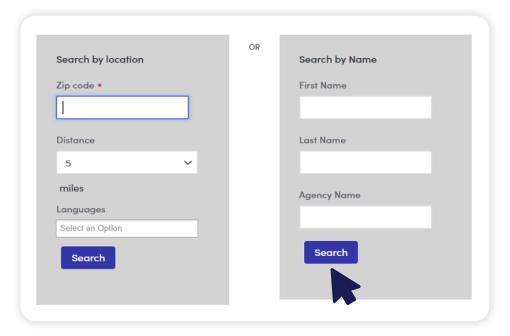
Click on "Find Local Assistance" under "Quick Links" on the left navigation list in Dashboard.



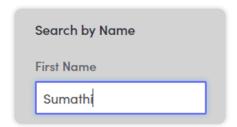
Click on "FIND A PENNSYLVANIA CERTIFIED AGENT OR BROKER NEAR YOU" under "Find Local Assistance at No Cost to You" pop-up window.



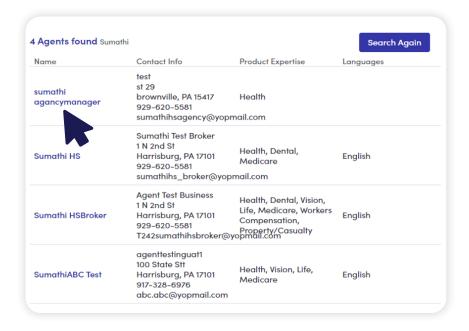
Search for a Certified Agent or Broker and enter the search fields and click on "Search" button.



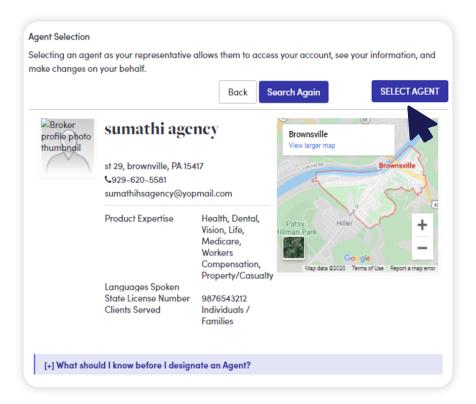
Example: First Name = Sumathi



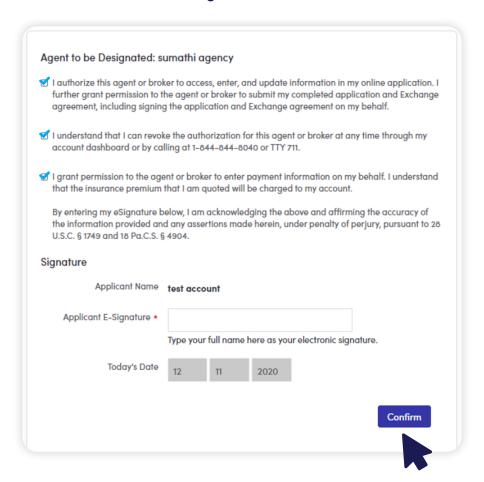
Select the Broker/Agent from the list and click on the broker name.



Click on "SELECT AGENT" button on the "Agent selection" page.

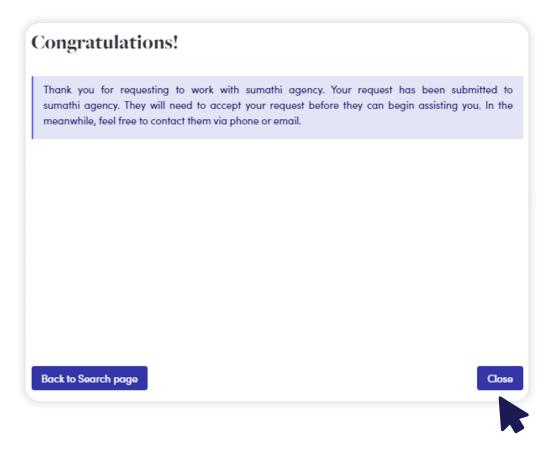


Accept the 'Terms and condition' and then sign and click on "Confirm" button.



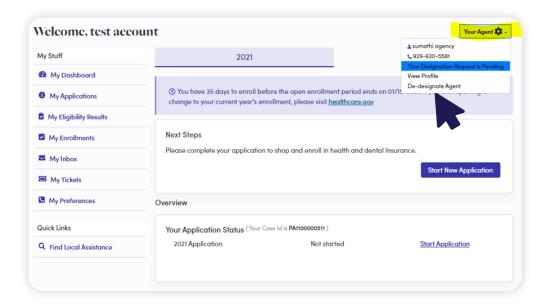
Account is successfully designated to a Broker, click on 'Close' button.

Please Note: The Broker must accept the customer's request for assistance before they can begin assisting the customer.

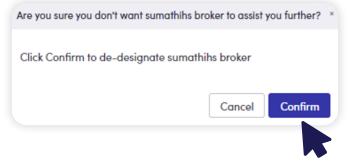


How to Revoke Assister Designation

Log into your Pennie account. The customer dashboard will be displayed. In the top right-hand corner select the "Your Agent" option. Then select "De-designate Agent"



Pop-up window is displayed as "Are you sure you don't want Sumathihs Broker to assist you further?" – click on 'Confirm'.



The Agent/Broker is successfully de-designated.

