

## MAKE A PAYMENT

- Click the **Make a Payment** button from the Policy Snapshot menu.

Only click this button once to avoid any duplicate transactions

You will be directed to enter your payment amount, name on the account, billing address, and indicate the method of payment.

- Click **Pay by Card** to pay using a credit card (Visa, MasterCard, and American Express only), or click **Pay by Check** to pay using your checking account.
- After entering the information, click the **Make a Payment** button.

## REPORTING A CLAIM

- Click **Report a Claim** from the Policy Snapshot menu and enter the loss details.

You can also call 1-866-ASI-LOSS (274-5677). After entering the claim details, click the **Report Claim** button.

# MANAGE YOUR PROGRESSIVE HOME POLICY



**PROGRESSIVE**  
HOME

Progressive Casualty Ins. Co. & affiliates. Not all products and services available in all states. Prices vary based on how you buy.

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**PROGRESSIVE**  
HOME

We're pleased to provide you with a convenient tool to manage your policy information, electronically sign your application, make payments, report a claim, and more.

## ACCESSING THE POLICYHOLDER SITE

- Visit [AmericanStrategic.com](https://AmericanStrategic.com).
- Click **Policyholders** at the top of the page and then click the **Policyholder Login** button.

If you have decided to electronically sign your policy, you'll receive an email from us with a link to create an online profile.

## CREATE A NEW PROFILE

- Enter a username, email address, and password.
- Next, add a policy to your profile. To add a policy, enter the policy number, your date of birth, and the last name on the policy in the appropriate fields.
- Click **Save Profile** to complete the registration.

Your password must have at least seven characters with at least one uppercase, one lowercase, and one number or special character.

The information entered must match what was entered by your agent when the policy was created. Refer to the policy's declarations page if you are unsure of the information required to complete this section.

## YOUR POLICY SNAPSHOT

Once the profile is created and saved, you will be automatically directed to the Policy Snapshot. Changes may not be reflected in real time.

Here you can update your profile, switch between policies, view basic policy information and documents, electronically sign your application, make a payment, report a claim, and make other updates or changes to keep your info up to date.

You will receive an email notification that the requested changes are being processed.

## REVIEW POLICY DOCUMENTS

- Click **Policy Documents** from the Policy Snapshot menu.

You'll find links to your application, declarations page, invoice, and policy forms here.

To review other details about your policy, click the menu items for **Agent Information**, **Payment History**, **Claims History**, and **E-Signatures** to access those sections.

If you need to make changes to your profile, click **Manage my Profile**.

## ELECTRONICALLY SIGNING YOUR APPLICATION

- If you elected to electronically sign your application, you will be directed to sign the application upon completing your profile.
- You will need to confirm that you are the policyholder by entering your password again to access the application.
- After reviewing the **Terms and Conditions**, click the **Sign Now** button to electronically sign the policy. If you are not ready to sign your application, you can click the **Sign Later** button.

### Three key steps to signing your application

1. Review your application.
2. Review special acknowledgements and initial exclusions and disclosures on your application.
3. Sign your application by typing your full name and confirm your acknowledgement by clicking the **Sign Now** button.

If the application is not electronically signed within 15 days, a signed paper application will be required within 30 days of the effective date, or the policy will be canceled.