



TOCS

INTRODUCING

EMAIL CAPABILITY

Town & Country Computer Services is pleased to announce the availability of the **INS PRO Email capability**. Eighteen different reports are ready to be emailed to your agents:

✚ AR051	Print Direct Bills
✚ AR055	Maintain and Print Non-Pay, Cancellation, & Non-Renewal Notices
✚ AR068	Agent Commission Statements
✚ AR071	Agent Billing List
✚ AR076	Agent Reimbursements Report
✚ AR084	Cancellation & Reinstatement Letters ⁽¹⁾
✚ LA058	Losses By Agent
✚ LA062	Loss Ratio Report Earned to Incurred
✚ LA077	Print Claim Acknowledgement Letters
✚ LA175	Loss History Report ⁽¹⁾
✚ MI050	Agent Experience Report
✚ MI060	New & Cancelled Policies By Agent
✚ PA052	Direct Bill Premium Report
✚ PA056	Agent Expirations Report
✚ PA072	Policy Change Notices (NY only) ⁽¹⁾
✚ SF054	Selected Policy Holder List
✚ SF089	Print Inspection Orders
✚ PW910	Policy Quotes

Once set-up for the Email Capability, your company will **immediately** see savings in paper, postage, and personnel time. Emailing quotes will save the time and expense of faxing, as well as the paper used for printing. There are no labels to print, no envelopes to stuff, and no postage costs to incur; just **Email it!**

⁽¹⁾ - If Letterhead paper is being used for these application a .bmp letterhead image file will be needed.

Town & Country Computer Services, LLC

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