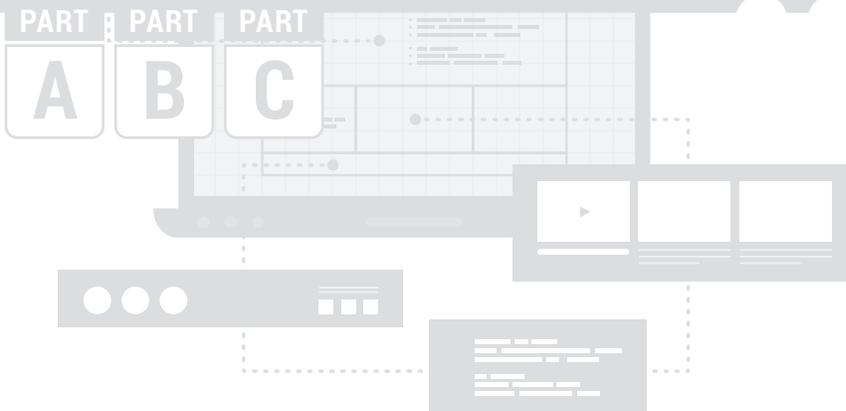


A GUIDE TO WORKING ONLINE WITH SIU



HOW TO LOCATE YOUR AGENCY'S MONTHLY STATEMENT

SOUTHERN INSURANCE UNDERWRITERS, INC CMGA + 800.568.1700 + INFO@SIUINS.COM + SIUINS.COM





LOCATE YOUR AGENCY'S MONTHLY STATEMENT

PART

1

STATEMENT TAB

Once you log in to your Agency Portal, navigate to the top left corner of the screen and select the **Statement** tab.

SIU SOUTHERN INSURANCE UNDERWRITERS, INC CMGA

Policy Statement

05481374 | 05481374 | Log Out

05481374 | INSURANCE AGENCY (05481374)

05481374 INSURANCE AGENCY (05481374)

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0548137405481374

Report By * Due Date Invoice Date Acct Eff Date

By Date *

Billing Type * Agency Bill Direct Bill to Company Direct Bill to Insured Direct Bill to Lien Holder

Include Accounting Invoice

Search Download Statement

PART

2

ENTER YOUR CREDENTIALS

Under the **Report by**, click the **Acct Eff Date** button and enter the **last day of the previous month**. Next, under **Billing Type**, select the options that apply to your account. Finally, click **Search**. This will display all invoices that are currently outstanding on your account.

SIU SOUTHERN INSURANCE UNDERWRITERS, INC CMGA

Policy Statement

05481374 | 05481374 | Log Out

05481374 | INSURANCE AGENCY (05481374)

05481374 INSURANCE AGENCY (05481374)

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Report By * Due Date Invoice Date Acct Eff Date

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Billing Type * Agency Bill Direct Bill to Company Direct Bill to Insured Direct Bill to Lien Holder

Include Accounting Invoice

Search Download Statement

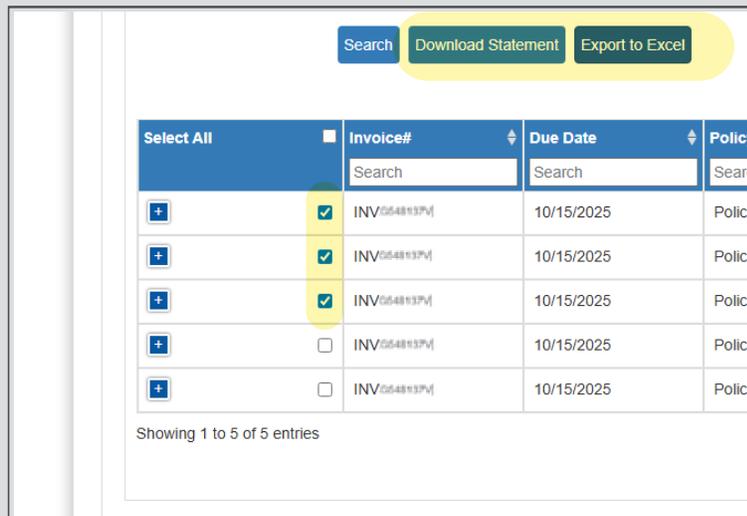


LOCATE YOUR AGENCY'S MONTHLY STATEMENT

PART 3 DOWNLOAD STATEMENT

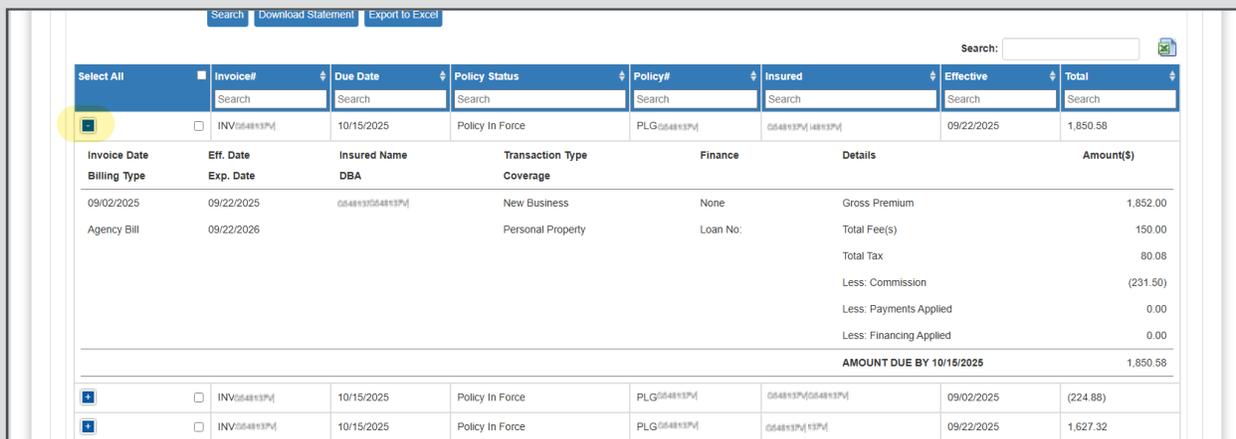
After clicking **Search**, your open invoices will appear below. You have two options:

- 1) Click **Download Statement** to download your full monthly statement as a PDF.
- 2) Select specific invoices to view, then download only those or export them to Excel.



PART 4 INVOICE DETAIL

To view additional details for a specific invoice, click the **+** icon next to it. This will expand the section and display a detailed breakdown of the invoice.





EDITING AGENCY INFO AND E&O UPLOAD

PART
5
STATEMENT
EXAMPLE

This is an **example** of how your invoice will appear. It provides a detailed breakdown by invoice, with the total amount due summarized at the bottom.

		P.O. Box 105609 Atlanta, GA 30348 (678)498-4500			
<i>remit /overnight address</i>					
To: SIU Test Agency, Inc Po Box 105609 Suite 111 Atlanta, GA, 30348		023006	Agency Statement As of 6/26/25		
Invoice #	Effective Invoice Date	Policy # Insured / DBA	Invoice Type Coverage	Transaction	Amount(\$)
ACCT29340	06/26/2025			Gross Premium	50.00
				Total Fee(s)	0.00
				Total Tax	0.00
	06/26/2025			Less: Commission-0.00%	0.00
		Invoice Batch# 29142923		Less: Payments Applied	0.00
		Financed Thru: None		Less: Financing Applied	0.00
AMOUNT DUE BY 06/26/2025					50.00
INV303437	06/01/2025	PLG518613VC	New Business	Gross Premium	1,090.00
05/29/2025	06/01/2026	GA FULL TEST TO PAYMENT	Personal Property	Total Fee(s)	150.00
	06/01/2025	FRENCH		Total Tax	49.60
				Less: Commission-12.50%	(136.25)
				Less: Payments Applied	0.00
		Financed Thru: Siuprem, Inc.		Less: Financing Applied	0.00
AMOUNT DUE BY 07/15/2025					1,153.35
INV303441	05/30/2025	TEST-HUD-FEE-1	New Business	Gross Premium	500.00
05/30/2025	05/30/2026	TEST 35 HUD FEE	Personal Umbrella	Total Fee(s)	35.00
	05/30/2025			Total Tax	0.00
				Less: Commission-10.00%	(50.00)
				Less: Payments Applied	0.00
		Financed Thru: None		Less: Financing Applied	0.00
AMOUNT DUE BY 06/15/2025					485.00
All items are due in full by the date indicated to avoid cancellation Please contact our Accounting department with any questions on this statement.					STATEMENT TOTAL DUE 1,688.35