



Why CopperPaySM Pay as you Go

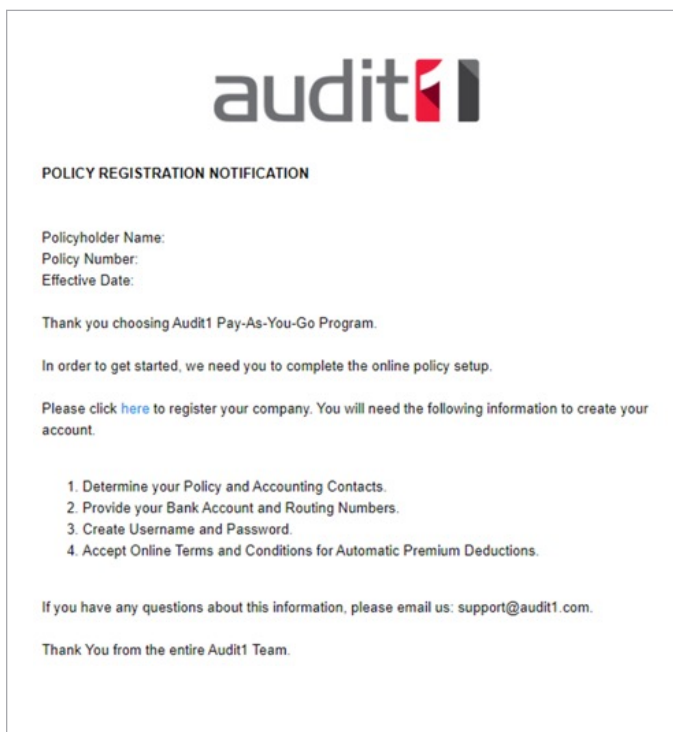
This valuable payment option allows policyholders to combine payroll processing with workers' compensation payments, making payments due current and avoiding a large variance at final audit.

- No Down Payment
- Improved cash flow for businesses
- Reduced audit surprises based on real-time premium calculations
- Automatic premium deductions
- Reporting up to date payroll for seasonal businesses

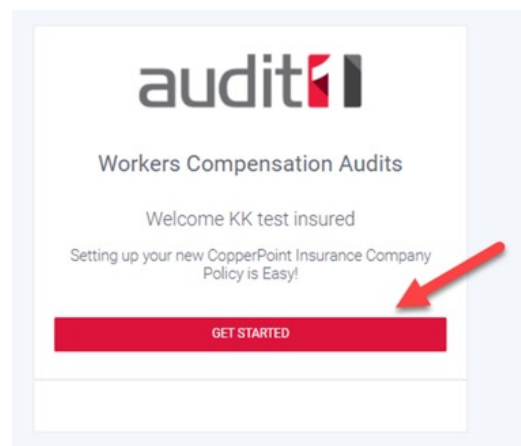


How to enroll

1. Provide a key contact to your agent for completion.
 - Name, email address and phone number
2. Once policy is established you will receive a **Policyholder Registration Notification** with a direct link into the Audit1 system (Audit1 is the 3rd party vendor CopperPoint has partnered with to support our CopperPaySM billing solution).



Click on the link and you will be directed to the Set Up page.



Click Get Started and complete the information for your policy.



Complete The Following Information For Your Policy:

(*) Required Fields

Payroll Information

When was your last payroll date? *

How often do you run Payroll? *

How do you currently process Payroll? *

Select a Provider from the list below:

or enter your Payroll Company Contact Info if not in the list above.

Payroll Provider

Payroll Contact

Provider Phone

Provider Email

Your Policy and Payroll Contacts

Policy Contact: *
Primary contact for the overall management of the policy.

First Name * Last Name * Phone * Email *

Payroll Contact: *
Person responsible for payroll at your company.

First Name * Last Name * Phone * Email *

Bank Account and Routing Numbers

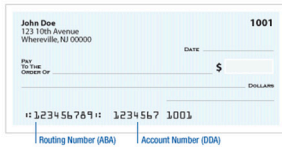
Bank Account Type *

Bank Name *

Routing Number *

Account Number *

Confirm Account Number *



Insured enrollment (User account)

An agreement page will follow for you to sign.

Online User Account

First Name *

Last Name *

Online System Credentials

Passwords are minimum 8 characters long. A special character, an uppercase and lowercase letters are required.

User Name (Email Address) *

Password *

Confirm password *

How to Submit Payroll

1. If you utilize an approved payroll provider, the below steps will automatically be done by your provider.
2. If you are self-reporting your payroll, please follow the below steps to enter your payroll:
 - After logging in, navigate to your Policy(ies)

You will receive an email reminding you when it is time to report if you are not with an approved payroll provider. Follow the streamlined step by step instructions to complete.



REPORTING REMINDER

Policy Type: Workers Compensation
 Policyholder Name:
 Policy Number:
 Effective Date:
 Check Date:

This is a friendly reminder your reporting is due for the policy listed above.

If you do not have anything to report this cycle, please login and select the "ZERO PAYROLL/SALES" option to avoid late notices and/or policy interruption.

Please login to your account by clicking [here](#).

If you have any questions about this information, please email us: support@audit1.com.

Thank You from the entire Audit1 Team.



Dashboard Policies Upload File Profile Company

Policy List

Drag a column header here to group by that column

<input type="checkbox"/>	ACTION	BILLING	POLICY #	EXPIRATION	INSURED	CARRIER	AGENT
<input type="checkbox"/>	View	PayGo	192387987	6/17/2022	KK Insured Bug Test	CopperPoint Insurance Company	CopperPoint Agency Part

Records: 1

If you have any questions please call our CopperPaySM contact center at 1.855.721.6342.