


## USER LOGIN HELP



User ID:

Password:

User Resources  
Actuarial Information Browser

### Welcome!


Test Environment



*You already have a web account*  
*Take the next step to keep crop insurance at your fingertips*

## DOWNLOAD the UNITY MOBILE app

**Access this great resource on your Apple® and Android™ device today**

- Submit and view the status of claims
- View policy dates, totals, and coverage information
- View agent contact details
- Look up policyholder contact information
- Retrieve archived policy documents
- Search for policies
- E-filing



Please remember you can always review the "What's New" link on the top menu bar for additional information on changes as they are released. We have several major releases each year designed to make our system more user friendly and you more productive.

#### Notice!

By accessing this system, you agree to use your unique User ID and Password and to be solely responsible for maintaining their confidentiality. You further agree to be solely responsible for all activities under your User ID and Password. AFBIS, Inc. reserves the right to monitor all activity under your User ID and Password. Unauthorized or illegal use may subject you to criminal prosecution. Contact [frosupport@afbisinc.com](mailto:frosupport@afbisinc.com) or 800-662-5142 if you have any questions or concerns about security, availability, processing integrity, or confidentiality.

The **Welcome!** screen will appear after clicking **Login** from the AFBIS, Inc. homepage. Read through the statement regarding 'What's New' at the top of the page. Review the statement under **Notice!** regarding confidentiality of your User ID/Password and the use of our system. The following pages show how to sign into our site using an Existing Account and creating a New Account.

User ID:


Password:

Login

New Account Forgot Password Help

### **EXISTING ACCOUNT**

1. To sign into the website, enter your **User ID** and **Password** and click the **Login** button.
2. To retrieve a forgotten password, click **Forgot Password** to go to the **Retrieve Forgotten Password** screen. Enter your **E-Mail Address** and click the **Submit** button to go to the **Reset** password screen shown below.
3. To **Reset** your password, answer the two security questions. Enter the **Last 4 of Tax ID**, a **New Password** and **Confirm Password**. Your password must be at least eight characters long and contain at least one letter, one number and is case sensitive. The password may also contain these eight special characters: ! @ # \$ % ^ & \*. Click the **Submit** button when finished. The screen goes to the AFBIS, Inc. Home page if all data is entered correctly.

 User ID:  Login

Password:  New Account Forgot Password Help

**User Resources**  
Actuarial Information Browser

## Reset Password

JEFFP - Please provide requested information.

In what city did you meet your spouse/significant other?

What is the color of your first car?

Last 4 of Tax ID:

New Password:

Confirm Password:

Password is case sensitive and must be at least **eight characters long**, contain at least **one letter** and **one number** and may also contain these eight special characters ! @ # \$ % ^ & \*

Submit

## NEW ACCOUNT EXISTING AGENT

### Create New Account

Account Type:

Fill out your personal details:

Last Name:

E-Mail Address:

Crop Insurance Agent Number:


Next

Cancel

1. Select the **Account Type** from the drop-down (Adjuster, Agent, Employee or Insured).
2. Enter **Last Name**, **E-Mail Address** and **Crop Insurance Agent Number**. Click **Next** to continue or **Cancel** to go back.

### Create New Account

Account Type:

 This agent is not keyed as a web account, please enter SSN.

Fill out your personal details:

Last Name:

E-Mail Address:

Crop Insurance Agent Number:

Last four digits of SSN:

Next

Cancel

3. Enter **Last four digits of SSN**. Click **Next** to continue or **Cancel** to go back.

## Create New Account

Select and answer the following questions:

Question 1:

Answer 1:

Question 2:

Answer 2:

Choose your username and password:

User ID:

Password:

Confirm Password:

Password is case sensitive and must be at least **eight characters long**, contain at least **one letter and one number** and may also contain these eight special characters **!@#\$%^&\***

Create Account

Cancel

4. Select and answer the two security questions from the drop-down.
5. Enter a **User ID**. Must be at least five characters in length.
6. Enter a **Password** that meets the shown requirements. Password is case sensitive and must be at least eight characters long, contain at least one letter and one number and may also contain these eight special characters **!@#\$%^&\***
7. Re-type the password in **Confirm Password** field.
8. Click **Create Account** to create the WEB account. Click **Cancel** to go back.

## NEW ACCOUNT NEW AGENT (TRAINING)

### Create New Account

**Account Type:**

Fill out your personal details:

**Last Name:**

**E-Mail Address:**

**Crop Insurance Agent Number:**

1. Select the **Account Type** from the drop-down (Adjuster, Agent, Employee or Insured).
2. Enter **Last Name**, **E-Mail Address** and **Crop Insurance Agent Number**. Click **Next** to continue or **Cancel** to go back.

### Enter Agent Information

**Delivery Address:**   Residential

**Mailing Address:**

**City:**

**State:**

**Zip Code:**

**Work Phone:**

**Cell Phone:**

**Fax Number:**

**SSN:**  -  -

**Agent Counties:**

3. Enter a **Delivery Address** and check **Residential** if needed. Enter a **Mailing Address**, **City**, **State**, **Zip Code**, **Work Phone**, **Cell Phone**, **Fax Number** and **SSN**.
4. Select **Agent Counties** from the drop-down. Click **Next** to continue or **Cancel** to go back.

## Create New Account

Select and answer the following questions:

Question 1:

Answer 1:

Question 2:

Answer 2:

Choose your username and password:

User ID:

Password:

Confirm Password:

Password is case sensitive and must be at least **eight characters long**, contain at least **one letter and one number** and may also contain these eight special characters !@#\$%^&\*

Create Account

Cancel

5. Select and answer the two security questions from the drop-down.
6. Enter a **User ID**. Must be at least five characters in length.
7. Enter a **Password** that meets the shown requirements. Password is case sensitive and must be at least eight characters long, contain at least one letter and one number and may also contain these eight special characters !@#\$%^&\*
8. Re-type the password in **Confirm Password** field.
9. Click **Create Account** to create the WEB account. Click **Cancel** to go back.