

Hanover Small Commercial

Quote Proposal Quick Reference Guide

The Hanover is committed to developing valuable tools to help you win new customers and retain existing ones. Our Point of Sale Quote Proposal was designed to help your agency standout and make selling Small Commercial business easier than ever.

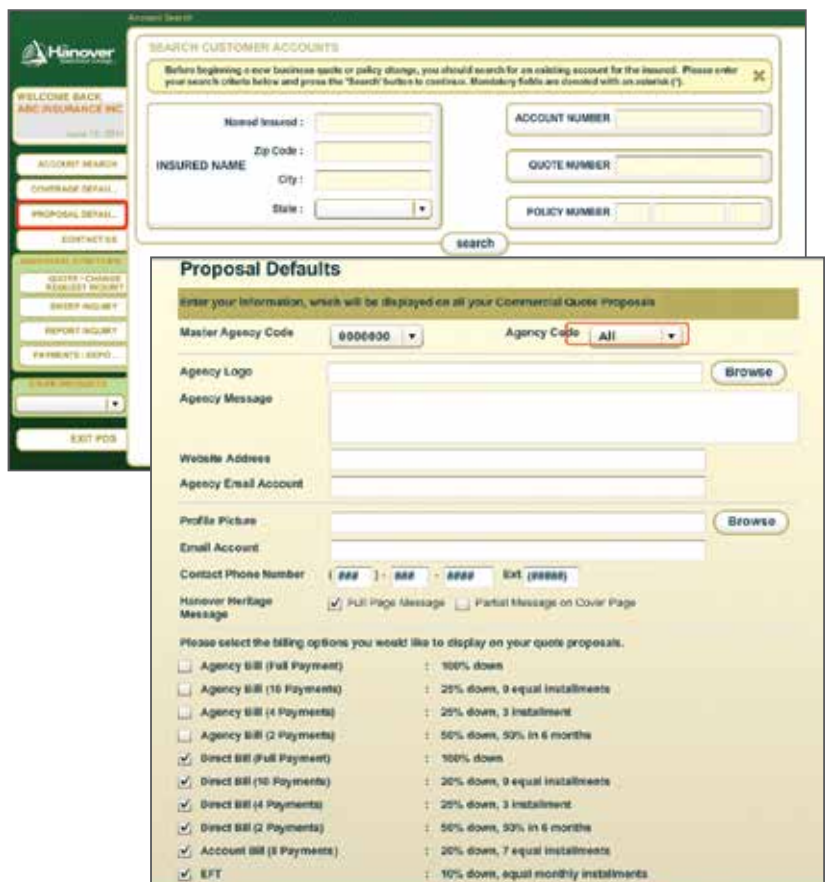
Our Quote Proposal allows you to set your own preferences in Point of Sale to provide personalization and customization options to enhance your success. To get started, visit SmallComm Solutions at www.hanover.com/scportal and select Point of Sale to login and set your preferences.

Setting Customization Defaults

The Quote Proposal customization features are available through the Proposal Defaults button on the left navigation bar in Point of Sale—with options to customize and personalize by user.

Customization Options by User

The quote proposal allows users to set agency defaults as well as personal defaults specific to their logon views.



Proposal Defaults

Enter your information, which will be displayed on all your Commercial Quote Proposals

Master Agency Code: 0000000 Agency Code: All

Agency Logo:

Agency Message:

Website Address:

Agency Email Account:

Profile Picture:

Email Account:

Contact Phone Number: () - - - Ext. ()

Hanover Heritage Message: ☒ Full Page Message ☐ Partial Message on Cover Page

Please select the billing options you would like to display on your quote proposals.

<input type="checkbox"/> Agency Bill (Full Payment)	: 100% down
<input type="checkbox"/> Agency Bill (10 Payments)	: 25% down, 9 equal installments
<input type="checkbox"/> Agency Bill (4 Payments)	: 25% down, 3 installments
<input type="checkbox"/> Agency Bill (2 Payments)	: 50% down, 50% in 6 months
<input checked="" type="checkbox"/> Direct Bill (Full Payment)	: 100% down
<input checked="" type="checkbox"/> Direct Bill (10 Payments)	: 25% down, 9 equal installments
<input checked="" type="checkbox"/> Direct Bill (4 Payments)	: 25% down, 3 installments
<input checked="" type="checkbox"/> Direct Bill (2 Payments)	: 50% down, 50% in 6 months
<input checked="" type="checkbox"/> Account Bill (3 Payments)	: 20% down, 7 equal installments
<input checked="" type="checkbox"/> EFT	: 10% down, equal monthly installments

continued ►

Agency Administrator & Principal Master Logon View

- Customize each agency code individually, or all at once by using the "All" option
- Convey distinct information about your agency by entering a message which will display on all your quote proposals. The message can accommodate up to 365 characters.
- Co-brand the quote proposal with your Agency Logo. Maximum dimensions are: 3" width x 1/2" height (inches) at a resolution of 300 DPI and less than 1 MB.
- Display your agency website address and agency email address prominently on the quote proposal

These features will display on every POS Commercial Lines quote proposal created for the agency code identified

Commercial Lines User View

- Personalize your quote proposal through the addition of a profile picture. Maximum dimensions are: 1" width x 1 1/4" height (inches) at a resolution of 300 DPI and less than 1 MB.
- Display your individual email address and contact phone number to allow your client to personally reach you
- Select the "Reasons why we recommend The Hanover" version that works best for you.
- Select the billing options you typically want displayed on your quote proposals. You will have an opportunity to further customize these options during the quoting process.

Additional Features

You'll find features added to the quoting process to make the proposal easy to use including:

- Two file types—PDF and MS Word
- Option to customize an individual proposal as a "one time" event or save changes for future use



Learn More.

For more information about our Quote Proposal or Small Commercial capabilities, contact your local sales manager or underwriter.



The Hanover Insurance Company
440 Lincoln Street, Worcester, MA 01653

hanover.com
The Agency Place (TAP)—<https://tap.hanover.com>

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