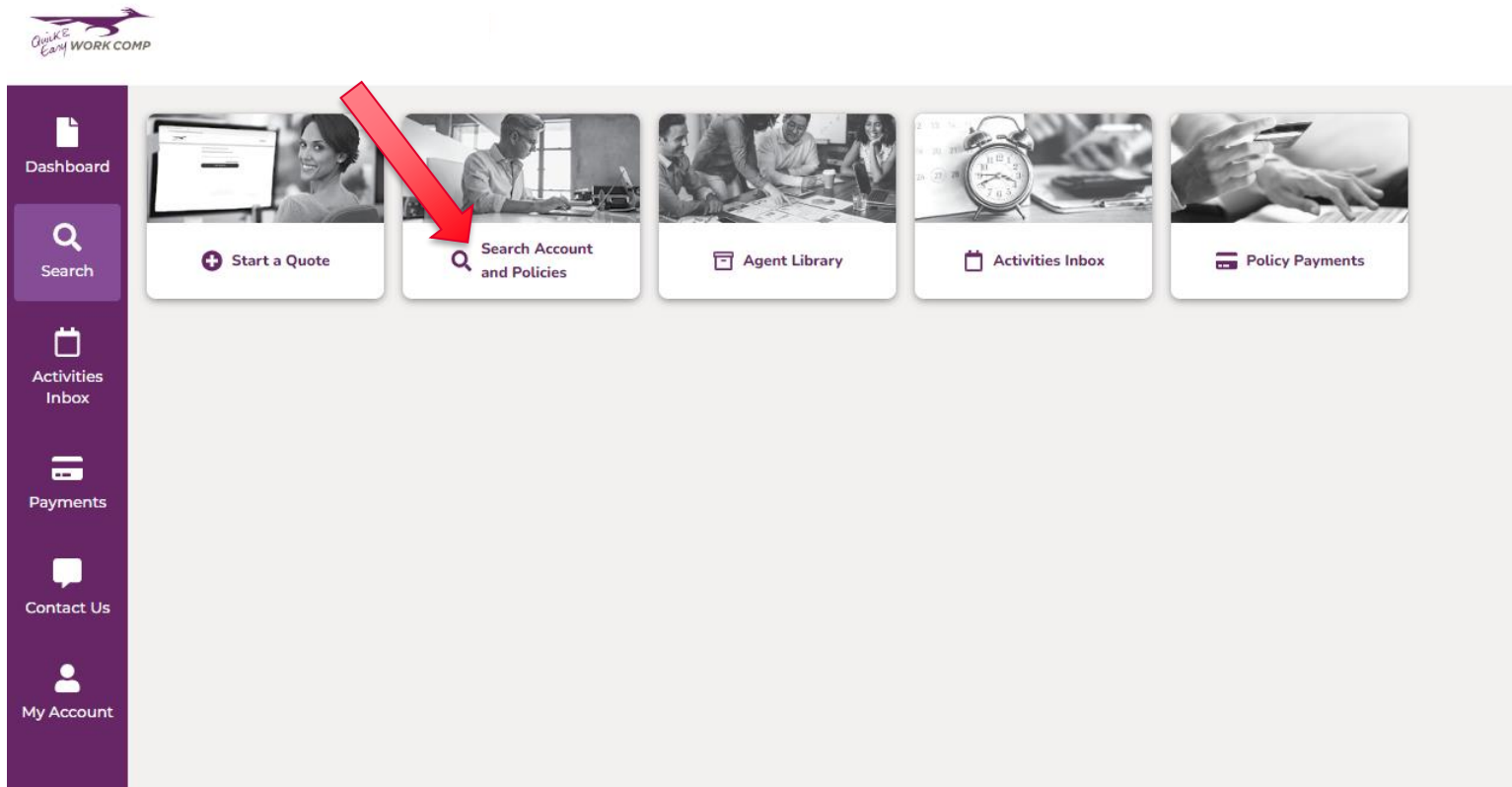


Search Account



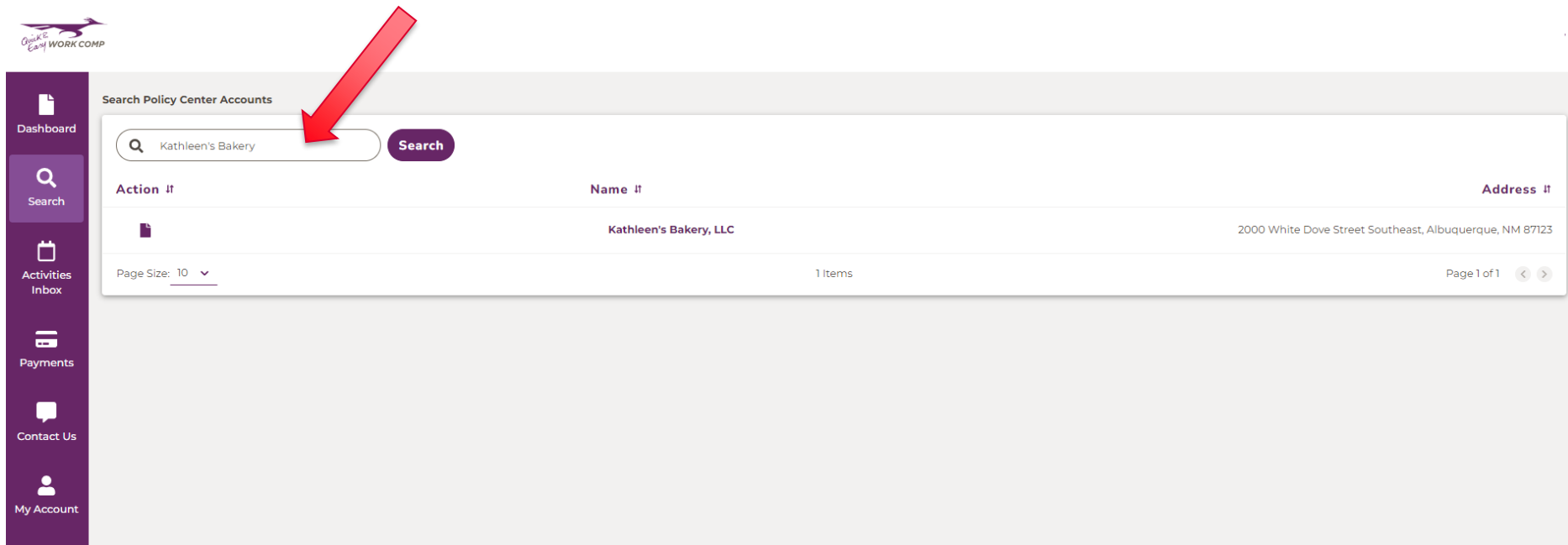
To search for an account, press “Search Account and Policies”.



Searching Account



When searching, type in the exact name or account number of the policy. Results will come up below the bar for you to view. Click on the name of the account to be directed to the account landing page.

A screenshot of the "Search Policy Center Accounts" web interface. A red arrow points to the search input field containing the text "Kathleen's Bakery". The search results table below shows one entry: "Kathleen's Bakery, LLC" with the address "2000 White Dove Street Southeast, Albuquerque, NM 87123". The interface includes a sidebar with navigation options: Dashboard, Search, Activities Inbox, Payments, Contact Us, and My Account. The search bar has a "Search" button, and the results table has columns for "Action", "Name", and "Address".

Search Policy Center Accounts

Search [Search](#)

Action	Name	Address
	Kathleen's Bakery, LLC	2000 White Dove Street Southeast, Albuquerque, NM 87123

Page Size: 10 1 Items Page 1 of 1

Tip: If your search is not appearing, be sure to use the exact same symbols, characters, spacing, etc. as the submission appeared.

Account Landing Page



The account landing page displays basic account information and buttons to direct you to loss runs and billing transactions pages. You may also upload documents and make payments here as well.

The screenshot shows the account landing page for Kathleen's Bakery, LLC. The page includes a sidebar with navigation options: Dashboard, Search, Activities Inbox, Payments, Contact Us, and My Account. The main content area displays account information, including the account number, address, account holder email, and phone number. There are four main action buttons: Loss Runs, Billing Transactions, Upload Document, and Pay. Below this is a Memo Activities table with one entry: a Policy Change Request due on 2023-05-18T16:41:10.524000-06:00, with a priority of Normal, assigned to SmallBusiness Unit. At the bottom, there is a section for a Class Code/Payroll Change, currently in a Draft status, with an effective date of 5/1/2023 and a created date of 5/16/2023. The change is for a Roadrunner: Class Code/Payroll Change.

Back to Search Results

Kathleen's Bakery, LLC

Account Number: [REDACTED]

PCO: NO

Address: [REDACTED]

Account Holder Email: [REDACTED]

Phone Number: 5055555555

Loss Runs **Billing Transactions** **Upload Document** **Pay**

Memo Activities

Due Date #	Priority	Subject #	Assigned To #
2023-05-18T16:41:10.524000-06:00	Normal	Policy Change Request	SmallBusiness Unit

1 (5/1/2023-5/1/2024) **In Force** **Class Code/Payroll Change**

Status: Pending

Type: All

Transaction # #	Type #	Effective Date #	Created Date #	Comment #	Status #	Reason #	Actions #
[REDACTED]	Policy Change	5/1/2023	5/16/2023	Roadrunner : Class Code/Payroll Change	Draft		[REDACTED]