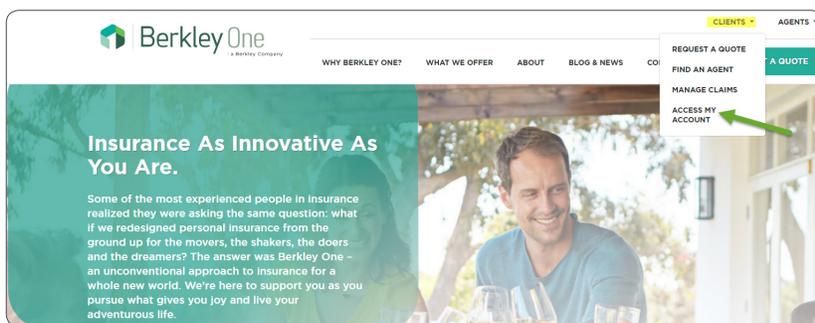


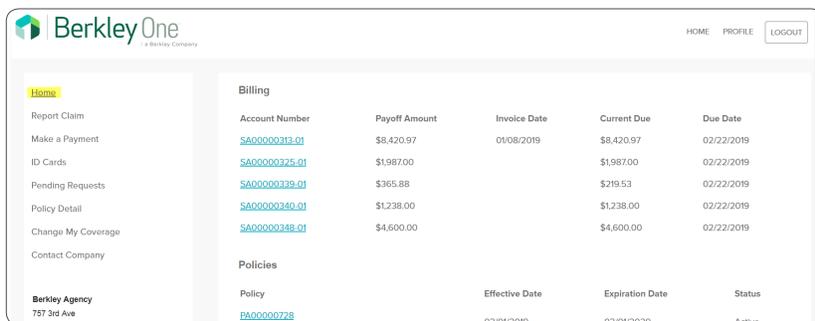
# A Guide To The BERKLEY ONE CLIENT PORTAL

You're always moving forward and the Berkley One Client Portal can help make sure your insurance keeps pace with you. The client portal is built around you and serves as a protected online gateway to your insurance account with Berkley One. It's a place where you can view your policies and ID cards, pay your bill, request changes to your policy, and submit a claim. Always on, always ready, here's a snapshot of the client portal experience:



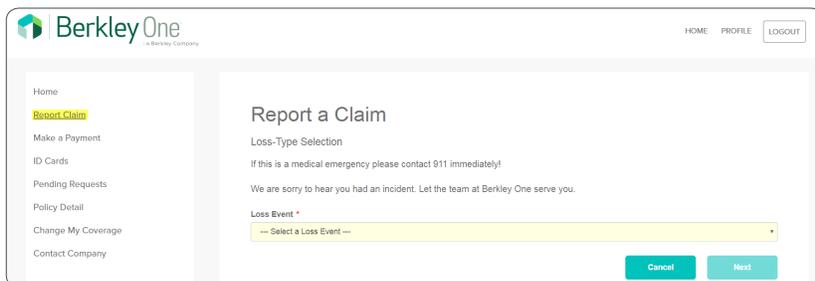
## Access your portal

- Accessible from [berkleyone.com](http://berkleyone.com) at the 'Clients' area at the top of the any page, click on 'Access my Account' to get into the Client Portal. You can also use [my.berkleyone.com](http://my.berkleyone.com) to go directly to the portal.
- Your email address and a password (create one you will remember!) are required for access. Once you register, you will use this information each time you log on.
- For questions about accessing the portal, contact Berkley One PriorityOne<sup>SM</sup> Service at 855.663.8551.



## Right at home

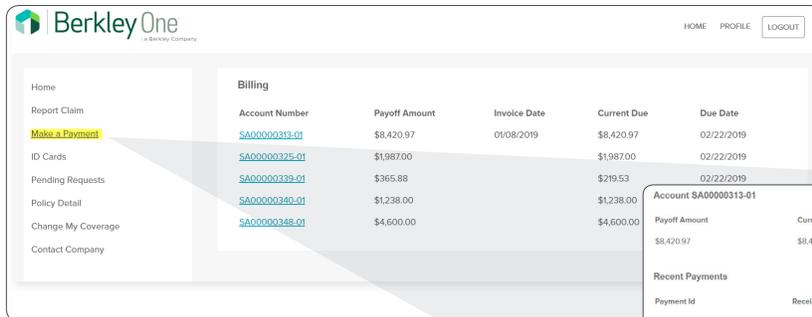
- The 'Home' screen of the portal shows billing and policy detail.
- On the left side are your service options within the portal, plus contact information for your agent and for Berkley One PriorityOne<sup>SM</sup> Service.



## Submit a claim

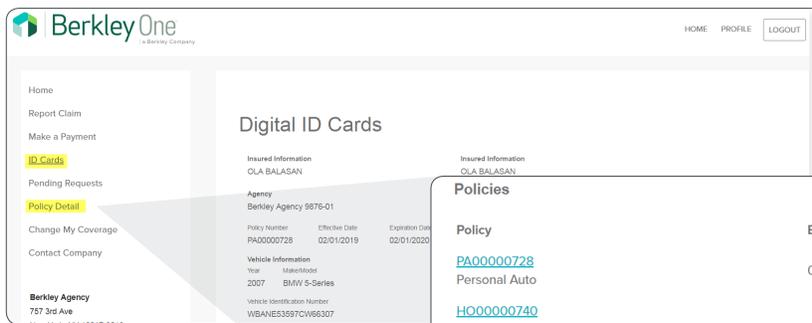
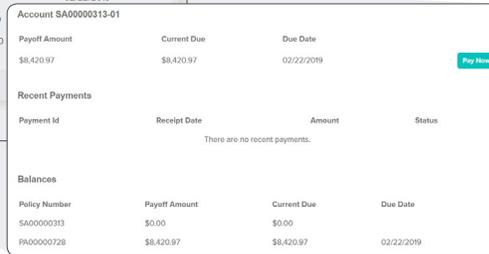
- Choose 'Report Claim' in the left menu to submit a claim from the portal.
- Fill out the form, and the Berkley One claims team will contact you to get started on your claim right away.

# A Guide To The BERKLEY ONE CLIENT PORTAL



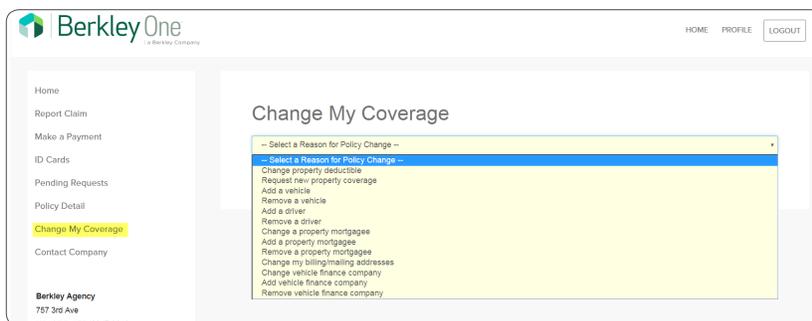
## Payments made simple

- Select **'Make A Payment'**, then select a policy to see billing details and pay your bill.



## Access digital policies and ID cards

- Choose **'ID Cards'** to view and print your auto ID cards from the portal.
- Select **'Policy Detail'** to instantly see and download your policy documents.



## Make quick changes

- Make changes to your policy using the client portal by selecting **'Change my Coverage'**. This will get the change submitted and processed quickly.
- Note that a coverage change is not effective until Berkley One has reviewed and confirmed the requested change and updated the policy documents.