# Show me!

Please note that the screen shots below are examples only.

First select the policy for your client:



Then select "Modify Policy"



Make the required adjustments to the policy questions including the policy change effective date and select the "Get Quote" button.



You can accept the quote and send to ABEX to approve the new policy for issuance. An ABEX staff member will review the submitted policy information in ABEXAccess.com and send it back to you for approval. When you receive the approved policy, you can then proceed with policy issuance:

**Please complete the following information to bind this policy**

| Field | Value | Field | Value |
|---|---|---|---|
| Legal Name * | Pat's Student Rental House | | |
| Risk Address * | 1192 Main St | Mailing Address * | 1192 Main St |
| Risk City or Town * | Toronto | Mailing City or Town * | Toronto |
| Risk Province * | Ontario | Mailing Province * | Ontario |
| Risk Postal Code * | M3M 3M3 | Mailing Postal Code * | M3M 3M3 |
| | Copy risk address to mailing address | | |
| Contact Name * | Pat Kincade | Contact Number * | 416-999-9999 x ____ |
| Contact Email * | pat.kincade@email.com | | |
| Version Notes * | Increased building limit, content limit, and number of students | | |

**ISSUE POLICY NOW**

And you're done!  The new declarations page, summary of the application, and even certificates can all be sent to the Insured electronically directly from ABEXAccess.com.