



Save time and money — while helping your customers.

Commercial Online Access allows agents to manage their commercial agribusiness, food and beverage industry accounts and provides links to help in many areas of their business. Use this guide to explore all of the resources available.

nationwide.com/agagent



Helps agents manage a customer's account

Where to find it:

Go to the **navigation tabs** at the top of the Commercial Online Access homepage.

What you'll find:



ACCOUNTING

Keep track of billing and commissions.



POLICY

View coverages, report stock, print auto insurance ID cards and more.



CLAIMS

Report claims and review claim payments and status.



REPORTS

Generate loss runs on-demand and analyze loss data information.



ADMINISTRATION

Take care of account maintenance such as enrolling in a paperless policy and managing notification updates.

Resources to help agents connect with us

Where to find it:

Go to **Quick Links** on the right-hand side of the homepage.

What you'll find:



Learning Center

Online access to **registration for training** courses.



Forms Viewer

All the policy and endorsement standard forms Nationwide agribusiness has available to write business.



myNSightOnline.com

Allows **access to safety and risk management resources** for commercial agribusiness and food industry accounts. To gain access to all the resources on NSightOnline outside of Online Access, agents will need to log in.



Marketing Central

Gain access to customizable marketing materials that can be sent electronically to customers and prospects.



Quick Reference Guide

Look here for **help on using this site**.

Questions? Contact your sales manager.

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AGENCY USER DESIGNATION FORM

Agency Name _____
 Address _____
 City _____
 State/Province _____
 ZIP Code _____

Agency Number _____
 Contact Name _____
 Phone Number _____
 Fax Number _____

Notes _____

User Privileges														First Name	Last Name	Email Address	
NSightOnline Only Access	SuperUser (admin)	View EFTs Commissions	View Policy	Stock Reporting	Print Auto ID Cards	Manage Bank Accts	View Deductible Bills	View Direct Premium Bills	Loss Data Reports	Loss Run Reports	Submit Claims	View Claim Notes	View Claim Payments				View Agency Bills

I hereby represent that I am an Owner, Officer, or Director of the above agency and have the authority to appoint these SuperUsers on behalf of the agency. I understand that whomever I appoint as a SuperUser will have unlimited access to the information and data relating to my agency that is housed on the Nationwide commercial agribusiness online access system, including but not limited to claims information, accounting data and policy information. I also understand that each SuperUser will have the power to add and delete other users as well as the power to appoint additional SuperUsers.

I understand that it is the responsibility of my agency, via the SuperUsers, to add and delete users as well as set their appropriate access levels. I understand and agree that the appointed SuperUsers will be solely responsible for granting, denying or removing access for my agency's users as appropriate.

I understand and agree that no third parties are allowed access to this system.

Signature is required. Please scan the signed document and email to: rmsolutions@nationwide.com

 Signature

 Date / Title

Please note — An Electronic Delivery Agreement is also required to enable electronic delivery of policy forms and documents.

Definitions of Privileges:

- NSightOnline Only Access allows the user to access myNSightOnline.com without any additional online access
- SuperUsers have authority to designate users and user privileges, approve or deny users requesting access, modify user information and delete users. SuperUsers have the responsibility of maintaining who has access to their agency's information
- View EFT Commissions allows the user to view agency commission statements
- View Policy allows the user to view policy and endorsement information
- Stock Reporting allows the user to report stock on behalf of the organization
- Print Auto ID Cards allows the user to print temporary insurance identification cards
- Manage Bank Accounts allows the user to view, add and delete bank information for the agency
- View Deductible Bills allows the user to view direct billed deductible invoices and activity
- View Direct Premium Bills allows the user to view direct billed premium invoices
- Loss Data Reports allows the user to download loss data
- Loss Run Reports allows the user to download static loss runs
- Submit Claims group access allows the user to review claims status and history for the agency's customers, as well as report a claim online
- View Claim Notes allows the user to view adjuster notes and activity
- View Claim Payments allows the user to view payments made on a claim
- View Agency Bills allows the user to view agency account statement and make electronic payments
- View Commissions allows the user to view agency commission statements