

Terminology

Definition

<u>All UW Requirements Done:</u>	All application requirements are in, and waiting on approval
<u>Application Signed:</u>	Application was received at LeClair, and has been entered into the system, referencing the signature date
<u>Approved:</u>	Application approved, waiting on policy issue
<u>Carrier Entered:</u>	Application was submitted direct to the carrier, and was found to be a new application on the carrier's website
<u>Closed:</u>	After application has been field declined at LeClair, the case is moved to closed so it will not show up in the Pending Case area
<u>Counter Offer:</u>	The carrier has issued a counter offer to the client - policy is not being issued as applied for, but another offer for coverage is extended
<u>Conditional Approval:</u>	Policy has been issued, but requirements are still needed to be submitted to the carrier, i.e., an Amendment to the policy
<u>Declined:</u>	Application (applicants) has(have) been declined by the carrier
<u>Delivered:</u>	Sent to agent for placement
<u>Incomplete:</u>	Application requirements have not been received, and case has been closed out at the carrier
<u>Inforce:</u>	Policy is completely active - clients have active policy
<u>Not Taken:</u>	Policy has not been accepted by the clients
<u>Pending:</u>	Application has arrived at the carrier, and is pending in the Underwriting Department
<u>Postponed:</u>	Offer for coverage cannot be made at this time
<u>Rejected:</u>	Application was field declined at LeClair
<u>Submitted:</u>	Application was submitted to the carrier
<u>Withdrawn:</u>	Application has been withdrawn from Underwriting