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Policy Register Report with Stewart Access Integration

Overview

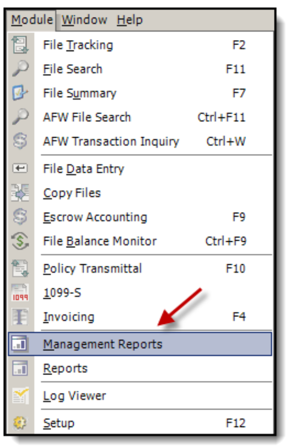
The purpose of this Quick Reference Card is to demonstrate how **Policy Register Reports** are generated after **Stewart Access** integration. This report will not only capture policies and endorsements but will also capture CPL charges and policy/endorsement voids and adjustments. You will create this report in lieu of generating the report from the **Policy Transmittal** module.

> **Note:** You will still transmit policies from the **Policy Transmittal Module**. You must have permissions to access these reports. Contact Customer Care for assistance if permission is needed.

To create a **Policy Register Report** after **Stewart Access** integration:

Steps

1. Select the **Management Reports** from the **Module** menu.



2. Select **Policy Register Report**. The **Management Reports – Policy Register** screen appears. Select **Policies Ready for Transmittal** and choose the desired date parameters. Select **Run**.