



Stewart Access Portal Revise a Jacket

Stewart Access Portal Screenshot:

- Navigation: Stewart Access | File | Express | CPL | Jacket | Post Policy Endorsement | Register | Contact | Help
- User: ASMTESTUSER4@dev.picdev.local | Log off
- Search: Agency: StewartAccess Test Agency | File Number: TRJKQRC | State: TN | Location: StewartAccess Test Agency Inc - 1980 Post O
- Buttons: + CPL, + Jacket, Revise Jacket, Reset
- Table:

* Policy Eff Date	* Form Type/Form	* Liability/Trans Code	* Act Prm/Remit	* Calc Remit	Total Prm/Remit	Status
01/28/2021	Loan	\$ 150,000.00	\$ 150.00	\$ 0.00	\$ 150.00	Issued (01/28/2021) M-0000-564884873
	ALTA Loan Policy 6-17-2006	201	\$ 0.00		\$ 0.00	

Steps

1. Click the Express tab.
2. Enter a File Number. File information is populated. *Note: Items marked with an asterick are mandatory.*
3. Click **Select Jacket** . The **Select Jacket** button will change to a **Revise Jacket** button .
4. Click **Revise Jacket** . The **Revise Jacket** button will turn from blue to green and a message in the top-right corner of the screen will display **Revising Issued Jacket**, indicating that **Jacket** revisions can be entered.
5. Enter the **Jacket** revisions. *Note: Only the Liability, Transcode, Actual Premium and Actual Remittance fields may be revised.*
6. Click the **Revise** button in the lower left of the screen.
7. The revised **Jacket** is displayed.

Please Note: A **Loan** or **Owners Jacket** can be Revised. **Binder**, **Commitment** and/or **Guarantee** Policy Jackets cannot be Revised at this time.

For Additional Information, visit: <https://www.stewart.com/content/stewart/stewartcom/en/education-and-training/stewartaccess.html>