

Administrator Request for Access to Group Insurance Platform



Administrator Request for Access to Platform

Policyholder _____ Policy # _____ Division # _____

Name of Requestor _____

Billing Contact			
Name	Email	Read only	All access
		<input type="checkbox"/>	<input type="checkbox"/>

Other Users			
Name	Email	Read only	All access
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>

Note: An email address is required in order for users to receive their username and temporary password.

Agreement Regarding Platform

In consideration of Assumption Mutual Life Insurance Company (“Assumption Life”) granting access to and use of Assumption Life’s Web administration platform (the “Platform”) to the persons identified by the Policyholder above (each, a “User”), the Policyholder and each User hereby agree as follows:

1. This Agreement, which includes any schedules and appendices attached hereto, applies to any group policy issued by Assumption Life to the Policyholder, whether issued before or after the effective date of this Agreement.
2. The Policyholder will provide Assumption Life with a written list of Users the Policyholder has authorized to access the Platform for the purpose of administering the group policy listed above (the “Group Policy”), each of which User may be an employee or agent of the Policyholder, including, without limitation, advisors, brokers or third party administrators, and must legitimately require access to the Platform for such purposes. The Policyholder will keep such list current and indicate for each User whether any access restrictions are to apply, as specified above. The Policyholder hereby gives Assumption Life authorization to provide the Users with access to the Online Services. The Policyholder further agrees to notify Assumption Life immediately in writing in the event that a User’s access to the Platform is to be terminated or restricted. Assumption Life reserves the right to refuse a User access to the Platform.
3. The Policyholder and Users are granted access to the Platform only for the purpose of administering the Group Policy and will not use information obtained through the Platform for any other purpose. The Policyholder is responsible for keeping and causing the Users to keep the information obtained through the Platform confidential and is responsible for any misuse or unauthorized disclosure by the Policyholder or its Users.
4. The Policyholder authorizes Assumption Life to act upon any instructions and enter any information that may be provided by Users relating to the Group Policy. The Policyholder acknowledges and agrees that Assumption Life shall rely upon such information and treat it as though it has been provided by the Policyholder directly, without regard for the nature of the relationship between the User and the Policyholder.

5. The Policyholder accepts responsibility and agrees that Assumption Life will have no liability for any and all access to and use of the Platform by the Users, including without limitation any unauthorized access and use after the User's access has been terminated and any access to and use of the Platform by any other person using a User's name and/ or password.
6. The Policyholder will indemnify and hold Assumption Life harmless for and from any claims, losses, costs (including without limitation all legal fees and disbursements) and damages (including without limitation punitive, exemplary and aggravated damages) arising out of or resulting from any access or use by the Policyholder, Users or by any other person using a User's name and/or password.
7. The Policyholder agrees to be bound by the terms and conditions set out in the "Legal and Privacy Policy" and "Terms and Conditions" sections contained on the Platform, as amended from time to time, and agrees that such terms and conditions shall apply to all use of the Platform by Users. The Policyholder shall be responsible for any breach of such terms and conditions by it or any User or any other person using a User's name and/or password.
8. The Policyholder may not assign this Agreement. The Policyholder's or any User's right to access and use the Platform terminates coincident with termination of the Group Policy, or if more than one Group Policy has been issued, then coincident with the termination of the last Group Policy in effect. Assumption Life also reserves the right to terminate the Policyholder's or any User's right to access and use the Platform at any time while a Group Policy is in force. For all other purposes, this Agreement shall survive the termination of the Policyholder's and the User's right to access and use the Platform and shall survive the termination of a Group Policy.
9. The Policyholder agrees that it will, and will cause Users to, comply with all applicable laws, including any laws governing the use of personal information.
10. This Agreement shall take effect on the earlier of the following two dates: the date on which the Policyholder or any User is granted access to the Platform or the date on which Assumption Life receives a signed Agreement.
11. The Policyholder acknowledges that Assumption Life's website may experience technical difficulties from time to time, consequently rendering access to the Platform temporarily impossible. The Policyholder acknowledges and agrees that despite every reasonable effort on the part of Assumption Life to ensure the accuracy of the information provided through its Platform, errors may occur on occasion. The Policyholder therefore agrees to verify the accuracy of such information in a timely manner.
12. The Policyholder acknowledges and agrees to keep and produce, if required, all original documents supporting the information provided or processed through Assumption Life's website.

NOTICE TO POLICYHOLDER: Take notice that should the Policyholder grant access to a User who is not an employee of the Policyholder, the Policyholder remains liable for the actions of such User under this Agreement. Assumption Life assumes no liability for the actions of third parties authorized to access the Platform as a User by the Policyholder.

Agreed to and executed by an authorized signatory of the Policyholder:

X

Signature

Date (DD/MM/YYYY)

Print Name