

HOW TO DO BUSINESS GUIDE SBLI USA LIFE INSURANCE COMPANY, INC (PROSPERITY)



Website: service.iasadmin.com

Customer Service Phone Number: 855-228-3771 Option 4 Agent Support.

Marketing and Commission Support Email: medsuppsupport@prosperitylife.com

New Business Fax: 855-227-7849 (Premium payment via bank draft only)

New Business Mailing Address: When mailing or shipping your new business applications, be sure to use the appropriate address below.

SBLI USA LIFE INSURANCE COMPANY, INC.
Medicare Supplement Administration
P.O. Box 10853
Clearwater, FL 33757-8853

S.USA LIFE INSURANCE COMPANY, INC.
Medicare Supplement Administration
P.O. Box 10853
Clearwater, FL 33757-8853

Overnight Address: (FOR USE ON OVERNIGHT MAIL ONLY)

SBLI USA LIFE INSURANCE COMPANY, INC.
17757 US HWY 19 N Suite 660
Clearwater, FL 33764

S.USA LIFE INSURANCE COMPANY, INC. (FOR MISSISSIPPI AND NORTH CAROLINA ONLY)
17757 US HWY 19 N Suite 660
Clearwater, FL 33764

First Time Logging in:

1. Follow directions from Welcome Email.
2. Go to service.iasadmin.com
3. Under **First Time User** click **Register here**.
4. Fill out the required information. Be sure to check the box before clicking **Submit** to use Sbli USA Life e-App. ***NOTE: You must check this box to be able to write electronic applications (eApps) online.**

Senior Marketing Specialists

801 Gray Oak Drive, Columbia, MO 65201 | (800) 689-2800 | www.smsteam.net

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To Submit Business through E-app:

1. Log in to [Agent Portal](#).
2. Once logged in, look for the tab at the top for **E-App**.
3. Choose from the following options: **eApp Dashboard**, **Get a Quote**, or **Create a New eApplication**.
4. Simply enter the key information about your client and hit **continue**.
5. Follow instructions for **signature options**.

To Check Commissions:

1. Log in to [Agent Portal](#).
2. Once logged in, look for the tab at the top for **Earnings**.
3. Click on **Commissions** in the drop-down menu. This will take you to the commission's portal.
4. Click on **Commissions** in the blue box.
5. Select **HTML** to review.
6. Select **CSV or PDF** to download or print and save.

To Check Business:

1. Log in to [Agent Portal](#).
2. Once logged in, look for the tab at the top for **Inquiries**.
3. Click on **Application Inquires** in the drop-down menu.
4. Click on the **+** sign next to **Search Records**.
5. Here you will be able to search for the **Policy #** or **Insureds Lastname**.
6. You can also set a **date range** and **Status** to search.

For questions please call Senior Marketing Specialists at 800-689-2800.

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