eDelivery registration

Get started

In order to activate eDelivery, we need to complete a few steps.

Step 1
Please complete the **eDelivery Registration Form** (page two of this document) and submit by email to your Internal Wholesaler. Please allow up to one week for your DocuSign® account to be created.

Step 2
When your DocuSign account has been created, you will receive a notification email from DocuSign. This email will be sent to the "User Name" indicated on the eDelivery Registration Form, and it will contain a link allowing you to assign the password for your account. You are the owner of your DocuSign account and Legal & General America will have no access to it or knowledge of your password.

Step 3
Once you have completed the set-up of your DocuSign account, you are free to begin submitting your business with the eDelivery Authorization Form (LU1321 or LU1321WP).

Training and tutorial videos

Please visit our Digital Solutions website listed below for marketing information, tutorials, and training videos.

Digital Solutions website: https://www.lgamerica.com/advisor/marketing/digital-tools

Please share the links below with brokers as you train them on what they and the consumer can expect from the eDelivery process.

Customer Experience: https://www.lgamerica.com/docs/default-source/advisor/digital-tools/docusign-tutorial-customer.pdf

Nonstop Process: https://www.lgamerica.com/docs/default-source/advisor/digital-tools/edelivery-nonstop-option.pdf

Layover Process: https://www.lgamerica.com/docs/default-source/advisor/digital-tools/edelivery-layover-option.pdf

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eDelivery Registration Information (to be completed by the General Agency)

Please complete the information below to establish your DocuSign account.

Account Information	
Corporate Account Name	
Contact Name	
Business Address	
Contact Phone Number	
Contact Fax Number	
Contact Email	
User Name* *This should be the email address you want to use to log into DocuSign and the email address of eDelivery email. Usually something like eDelivery@youragencyname.com.	
Website	
GA Codes to be included* *All eDelivered policies under these GA codes will be visible in this account.	Banner
	William Penn
AppAssist Preferences	
Will we be setting up your AppAssist business for eDelivery?	yes no
If yes above, will all of your brokers be turned on for AppAssist eDelivery?	yes no
If not, which ones should be turned on?	
Delivery Option Preferences	
Please indicate your preference: **Nonstop** (Direct to client at time of issue) or **Layover** (GA must approve before the client receives the policy)	nonstop layover
If you choose the nonstop option, will your issued other than applied for business go nonstop or layover?	nonstop layover

Please submit this completed form to your Internal Wholesaler.
If you have any questions, please call the Sales Desk at 888.585.9198 or contact by email at salessupport@lgamerica.com.