



# First American E-Reporting

## Getting Started

To be eligible for remittances to be E-Reported, files must have had their policy premiums calculated and their E-Jackets ordered using TrackerPro V14.76.0 or higher. This feature is currently available for NY and NJ files.

## How to E-Report

On to the Remittance Payments Form choose "First American Title Insurance Company – NY" or "First American Title Insurance Company – NJ" as the Underwriter. Choose the correct date range and then click the "Select All" button.

Remittance Payments Form

Underwriter: First American Title Insurance Company Go To:

PREMIUM ACCOUNT EFT # Date 11/16/2018

Pay to the First American Title Insurance Company \$0.00

MEMO:

Select	Title Index	Dated	Closed	Amount	Client
<input type="checkbox"/>	1004	7/9/2018	7/9/2018	\$180.40	Moe Szslak
<input type="checkbox"/>	1250	3/21/2017	4/4/2017	\$985.60	Montgomery Burns
<input type="checkbox"/>	1286	7/17/2018	7/17/2018	\$274.40	Moe Szslak
<input type="checkbox"/>	1308	7/20/2018	7/17/2018	\$1,301.00	Montgomery Burns
<input type="checkbox"/>	1361	10/19/2018	10/19/2018	\$35,144.00	Moe Szslak
<input type="checkbox"/>	1369	10/31/2018	10/31/2018	\$425.00	Moe Szslak
<input type="checkbox"/>	1370	11/5/2018	11/5/2018	\$35,144.00	Moe Szslak
<input type="checkbox"/>	7767	7/13/2018	7/13/2018	\$630.20	Montgomery Burns

Date Range All Select All Unselect All E-Reporting Print Report Print Preview Exit

From: 3/28/2014 To: 11/30/2018

If there are any files that are not eligible to be E-Reported, you will be prompted to select only files that are eligible. Select the Yes option.

Remittance Payments

Do you want to only select files that can be E-Reported to First American?

Yes No

Then click the "Create Check" button. Once the remittance payment is created, the E-Reporting button will be enabled.

Remittance Payments Form

Underwriter:  Go To:

PREMIUM ACCOUNT  EFT  #  0000  
Date  11/16/2018

Pay to the  First American Title Insurance Company  \$1,301.00

MEMO:

Create Check  
Void  
Print Check  
Find  
New  
Policy Upload

Select	Title Index	Dated	Closed	Amount	Client
5 <input checked="" type="checkbox"/>	1308	7/20/2018	7/17/2018	\$1,301.00	Montgomery Burns

Date Range  All     Print  Preview   
From:  3/28/2014 To:  11/30/2018

Click the E-Reporting button to bring up the First American E-Reporting form. The form will display a list of all the policies for each file that is selected, and their E-Reporting status.

First American E-Reporting

First American E-Reporting

Polides

Email Address: TRACKERPRO\_PROD Password: \*\*\*\*\* Edit Save

Title Number	Policy Number	Closing Date	E-Reporting Status
VT-NY-1308	5011436-0155872e	7/17/2018	E-Report has not been sent.
VT-NY-1308	5011336-0243034e	7/17/2018	E-Report has not been sent.

Last Transmission Status

Close Please double click on a record to see the full E-Reporting status View AgentNet Invoices Transmission Log Send E-Report

Click the Send E-Report button. If successful, you will be presented with a pop up message stating that the E-Report was transmitted to First American Title successfully. If there are any problems transmitting the E-Report, a message will show in the E-Reporting Status column and/or the Last Transmission Status text area.

If the E-Report is successful, a Payment Transmittal Sheet will open in MS Word® which may be used to submit payment in check form to First American Title. Alternatively, to pay via EFT, you can click the View AgentNet Invoices button to log into the First American AgentNet website's invoices page.

To view a log of all past E-Reportings and access their Payment Transmittal sheets, click the Transmission Log button.