![California Mutual Insurance Company logo]

Agent Portal: How To Print Loss Runs

1. In SimpleInspire, enter the policy number

   SimpleINSPIRE

   Express Navigation

   CPPXXXXXX

   Policy No ▼

   Policy Folder ▼   **GO**

   Advanced Search

2. Go to the "Print" tab, pull down and click on "On Demand Forms"

   Post Issuance

   Event Log ▼ | Jump To ▼ | Payment ▼ | EServices | Print ▼ | More ▼

   COI

   Summary + Policy # CPP604640   Policyholder Michael J. Riordan   Incep   **On Demand Forms**

3. Select "Insured Loss History" and then "Generate PDF" and from there you can print or download the PDF

   On Demand Forms   ✕

   ☐ **Form Name**

   ☑ Insured Loss History

   ☐ Web App Edit Log

   ☐ Commercial Quote Summary

   ☐ Cannabis Applicatiion

   * Indicates eSign eligibility

   Generate PDF   **Email Forms**   **eSignature**