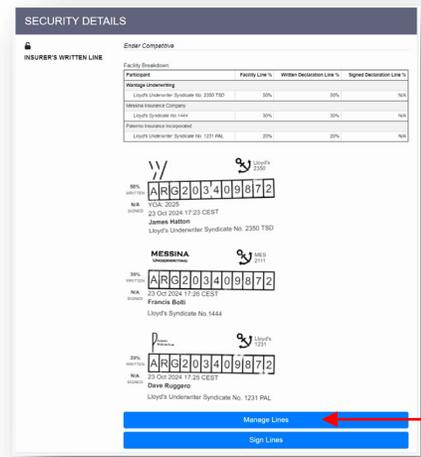


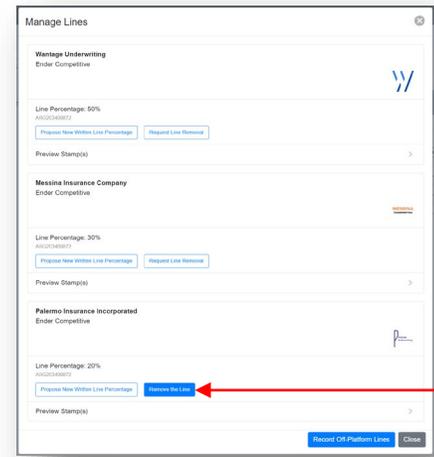
Removing Written Lines from a Declaration to a Facility Panel

1.



Open the declaration to remove lines from, select 'View Written Lines' from the blue drop-down 'Actions' menu, and then click the 'Manage Lines' bar at the bottom of the stamp list.

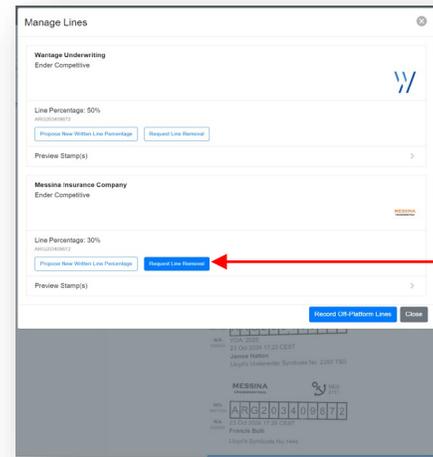
2.



You cannot remove the leader's line while any other lines remain on the declaration.

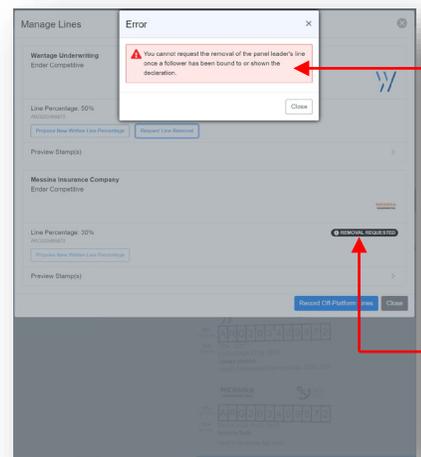
You may remove notify and non-notify parties' lines by clicking the 'Remove the Line' button.

3.



You can request the removal of agreement parties' lines by clicking the 'Request Line Removal' button.

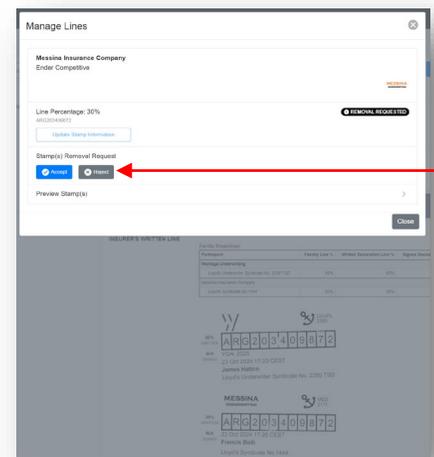
4.



Please note that merely requesting the removal of agreement party lines is not sufficient to permit the leader's line remove. The agreement party must agree first.

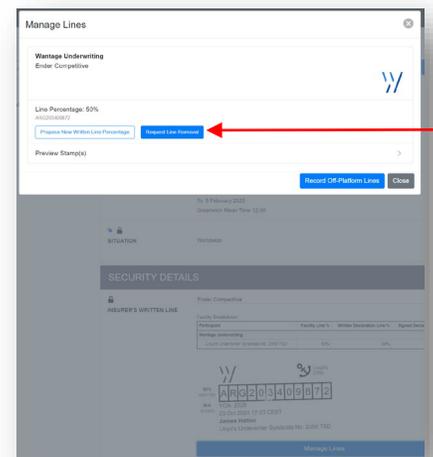
Lines awaiting removal display a 'Removal Requested' badge.

5.



The underwriter receives a notification that removal has been requested, and must select either 'Accept' or 'Reject' from the 'Manage Lines' button of their copy of the contract.

6.



Once all other lines have been removed, you are then able to request removal of the leader's line by clicking the 'Request Line Removal' button.