



We make keeping track of your life business easy!



Check out the following resources through advisors.principal.com to help you easily manage your business with us any time of the day.



Pending Business Report

Monitor the status of cases in underwriting or awaiting delivery.



Client Correspondence

View or print most of the correspondence sent to your clients regarding their life insurance policies.



Alerts

Get personalized alerts delivered right to your home page with details of recent client activities.



Subscription Services

Sign up to receive email notification when certain correspondence has been sent to clients and is available for you to view online via the Client Correspondence Center. You can also set up delegate access for others to view alerts or receive emails on your behalf.

Pending Business Report

Need to find out if your case is pending, in underwriting or awaiting delivery? The Pending Business Report is updated several times a day and provides:

- Requirement status (pending, received, not received, waived) for various medical and financial information needed
- Your case coordinator and underwriter contact information
- Underwriting action (rating, offer details, etc.) for your case

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Home > New Business > Track Your Business > Pending Business Report (Life & DI) Add to Favorites

Pending Business Report

Report Set-up

OFFICE(S)

The Pending Business Report displays new Life and Disability business and underwritten Life and Disability transactions that have a status of pending or pending delivery.

Case count reflects all individuals including each person under a business case.

Click on a producer for a detailed list of pending business.

Expand Pending Deliveries

As of September 21, 2016

Set Filters

Office #	Print	Producer Name	Type	Annual Premium	Face Ben Amount	Case Count
1 - 0	<input type="checkbox"/>		Pending	\$52,535,517.52	\$3,701,749,015.00	4079
	<input type="checkbox"/>		# Pending Delivery	\$861,015.55	\$33,254,050.00	94
	<input type="checkbox"/>		Pending	\$145,286.32	\$11,818,689.00	46
	<input type="checkbox"/>		# Pending Delivery	\$74,411.16	\$3,141,685.00	23
Grand Total			Pending	\$52,680,803.84	\$3,713,567,704.00	4125
			# Pending Delivery	\$935,426.71	\$36,395,735.00	117

Check all producers

Search Pending Business Report

Line of Business

Life

Disability

Search type(s)

Criteria 1

Criteria 2

Search

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Pending Business Report

Report Set-up

« Back

Search Result

You Searched for :

Line of Business : Life

Pending

Underwriting Action : APPROVED

View	Contract / Employer ID#	Client / Company	Transaction	Status	Product	Producer	Status Change Date
<input type="checkbox"/>			NEW BUSINESS	PENDING	BANDED UL9		01/19/2016
<input type="checkbox"/>			NEW BUSINESS	PENDING	BANDED UL9		05/09/2014
<input type="checkbox"/>			NEW BUSINESS	PENDING	BANDED UL9		04/04/2016

Search Pending Business Report

Line of Business

Life

Disability

Search type(s)

Pending

Tips when using the Pending Business Report

- **Customize your view** - Use filters such as line of business, product type, number of business days since application was coded and underwriting action.
- **Track pending premium** - Use the Pending Business Report to track how much pending premium is in the queue for the month.
- **Find the report** - The Pending Business Report can be found on the Advisor homepage under Key Business Tools.

Client Correspondence

Check the ongoing status of your client's insurance products by viewing our Client Correspondence Center. Included are annual statements, lapse letters and COL offers. At least 13 months of letters and statements are available.

Principal

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Products | New Business | Existing Business | Forms & Materials | Resource Center | News & Trends

Home | Existing Business | My Business | Client Correspondence (Life, DI & Annuities)

Subscription Services | Client Correspondence | Report Setup | Virtual Supply | Pending Business Home | Policy Activity Report

Client Correspondence as of 9/21/2016

Click on a client's name to View/Print/Save correspondence or select multiple clients by checking the boxes in the View column and click "View/Print/Save Selected" button.

* Documents may be viewed in Client Correspondence for 13 months from their post date (5 months for Quarterly Statements).

View	Date Posted	Contract	Client Name	Correspondence	Business Line
<input type="checkbox"/>	2015-12-05	XXXXXXXXXX	XXXXXXXXXX	Grace Period-Policy LTR	Life
<input type="checkbox"/>	2015-12-05	XXXXXXXXXX	XXXXXXXXXX	Annual Statement	Life
<input type="checkbox"/>	2014-12-05	XXXXXXXXXX	XXXXXXXXXX	Grace Period-Policy LTR	Life
<input type="checkbox"/>	2014-12-05	XXXXXXXXXX	XXXXXXXXXX	Annual Statement	Life

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Tips when using Client Correspondence Center

- Select multiple documents by clicking the "View Selected" button to view all the documents.
- If you want to view one document, click on the client's name.
- Documents are stored as PDF files that can be printed for your file.
- Client correspondence can be found on the Advisor home page under Key Business Tools.

Alerts

Alerts can be delivered right to your home page after you log in. For example, you can receive an alert on your home page when your clients' policies are in danger of lapsing. It links directly to your client's letter.

Key Business Tools

- Annuities Business Dashboard
- Client Correspondence (Life, DI, Annuities)
- Customer Information
- Pending Business Report (Life & DI)
- Policy Activity Report
- Retirement Plan Dashboard

My Recent Alerts

- Life Lapse Activity - 09/07/2016 04:17 AM CT for AFTERFIX,VULFIVE;5004821;Client Correspondence
- Life Lapse Activity - 09/07/2016 04:17 AM CT for TRYFOR,BAKER;5004820;Client Correspondence
- Life Lapse Activity - 09/07/2016 04:00 AM CT for PREMIUM,LARGE;5065198;Client Correspondence
- Life Lapse Activity - 09/07/2016 04:00 AM CT for PREMIUM,LARGE;5077014;Client Correspondence
- Life Policy In Force - 09/02/2016 08:49 PM CT for IDEVA,RISH;5293337;Pending Business Report

More alerts >

My Favorites

- Three ways to celebrate
- Test Alerts
- Welcome to the new advisor site
- Aug. 15 fixed annuity rates
- My Alerts
- View all >

Subscription Services

Make managing your business even easier by customizing how you want to receive email notices or home page alerts. These initiate when correspondence has been sent to clients and is available online via the Client Correspondence Center.

Log in to the Advisor homepage and go to My Settings/Manage My Alerts & Email Preferences. You can choose:

- Type of correspondence (statements, lapse letters, COL offers, etc.)
- Email frequency (daily or weekly)
- Recipient (sent to you, your delegate¹ or both)

¹ Delegate access requires a username and password. Delegate access must be set-up by the financial representative.



Contact the Distribution Technology Support Team at 800-544-3395, option 5, if you have any questions.



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