



## Appointment Process

1. [Click Here](#) to begin GeoBlue appointment.
2. Click the "Sign Up" button in the right-hand corner below "Agent Sign Up."
3. Review and accept the terms of the agreement shown on the page.
  - There are two check boxes to select: under "Agency Agreement" and "Compensation Schedule."
4. Click "Submit"
5. Complete the required fields indicated with a red asterisk (\*).
  - If assigning commissions to an agency:
    - Enter your agency's information for the company.
    - Enter your agent information as the contact.
  - Appointments can be completed:
    - For the agency
      - All agents can use the personalized web link provided.
  - For each agent within an agency,
    - Each agent would appoint separately and have a personalized weblink.

Add your personalized web link to your website or email signature (be sure to use the exact link from the confirmation email.)