

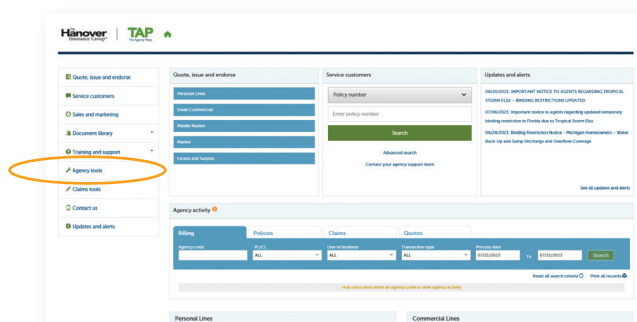
## Small Commercial and Personal Lines

# ITC and payment verification agency alerts

The Hanover offers you the convenient option to receive email notifications for important agency information. Two notifications you can opt into are: intent to cancel and verification of payment. To sign up to receive these notifications, follow the easy steps outlined below.

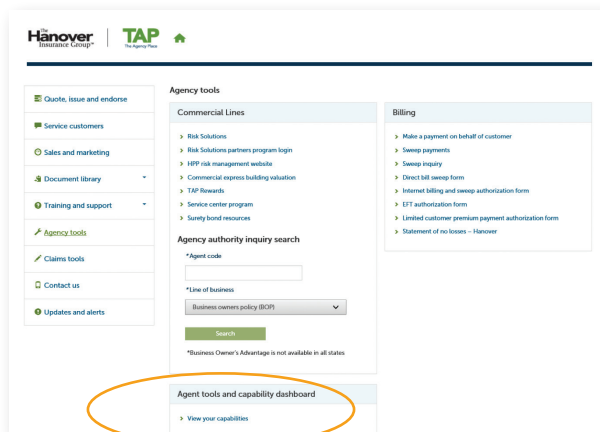
## Step 1

Visit **The Agency Place (TAP)** to get started. From the TAP homepage go to left hand navigation and select **"Agency Tools."**



## Step 2

Select **"View your capabilities"** under the Agent tools and capabilities dashboard.



## Step 3:

Your eDelivery options will appear for your open producer codes. Select **"Opt in/out"** to sign up for **"Intent to cancel"** and/or **"Verification of payments"**.

