

## Where and when can I find my monthly commission statement?

Your statements are available for retrieval and viewing by approximately the 20th of each month. Agencies who do not participate in EFT payment will receive a paper check twice a year, in March and September. If the statement reflects a negative balance, please remit payment to us within 10 business days. Better yet, register for monthly EFT commission deposits and receive your money faster!

Please see below instructions for accessing your commission statements online. For security purposes, statements cannot be emailed. Only an authorized system administrator for your agency will have the ability to view commission statements. Previous statements are not available online, only December 2013 and future statements are available. Should you need assistance with updating your agency profile, please contact Big "I" Markets' support team for assistance in updating your agency profile.



### Instructions for accessing monthly Commission Statements:

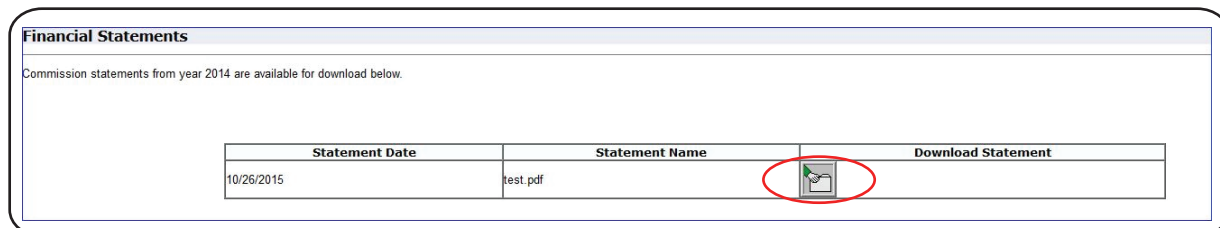
*\*Reminder\* only authorized System Administrators can access Commission Statements*

Step 1: Login into Big "I" Markets at [www.bigimarkets.com](http://www.bigimarkets.com)

Step 2: Select "Agency Profile"

Step 3: Select "Commission Statements"

Step 4: Select the "Download Statement" image icon to download the statement.



As always, feel free to contact our office at [bigimarkets@iiaba.net](mailto:bigimarkets@iiaba.net) or (703) 647-7800 should you have any questions or need assistance. Thank you for your business!

**[www.bigimarkets.com](http://www.bigimarkets.com)**