



Texas Security General

INSURANCE AGENCY, LLC.

Payment Options Available: Updated September 15 2016

Commercial Lines Online Payment Option

How to access payment page:

- Directly on payment page <https://txsecgen.epaypolicy.com/>
- Via TSGA website <http://www.texassecuritygeneral.com/home.aspx>
 - Click 'Make Payments'
 - Select Commercial Lines radio button
 - MUST have CL agent code (ex. AGT123, located on invoice)
 - An example of Agent Code located on invoice pops up when you click in the agent code field

Fees:

- ACH – Flat \$3.00 charge
- Credit Card – 3.25% of payment amount

New

- You can now upload a document with your payment (i.e. copy of invoice or statement)

Overview of all Commercial Lines Payment Options:

1. Check by Mail (agent or insured)
2. Payment by phone
 - a. ACH (agent bank account ONLY) – NO Service Fee
 - b. Credit Card (agent/insured) – Fee 3.25% of payment amount
3. Emailed Check (agent/insured) – No Service Fee
 - a. Complete Scan Check Authorization Form found on website (accounting tab)
4. Emailed ACH Request (agent bank account ONLY) – NO Service Fee
 - a. Complete ACH One Time Request Form found on website (accounting tab)
5. Online (agent or insured)
 - a. ACH - \$3.00 fee
 - b. Credit Card – Fee 3.25% of payment amount

If you would like to make a payment or have any questions, please contact **Howard** at **Ext. 7442**

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