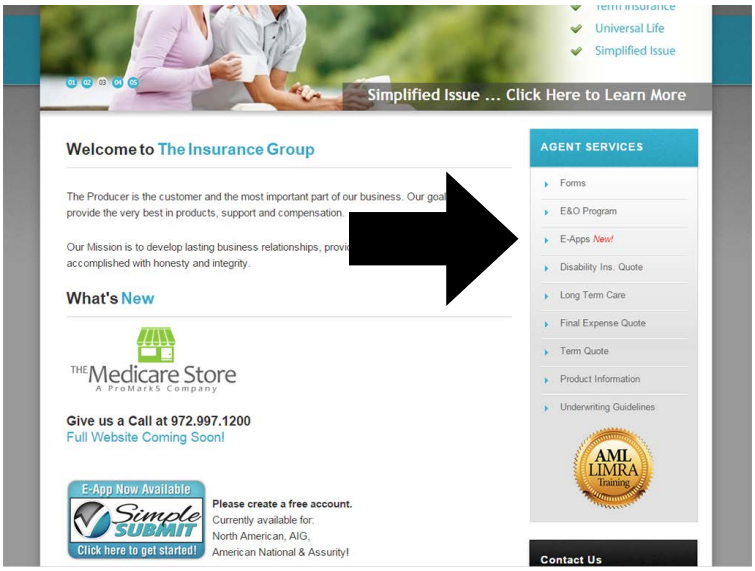
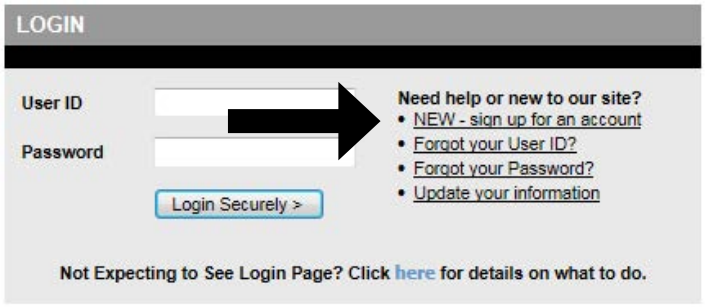
1. Click on E-Apps under **AGENT SERVICES**



2. Click on **NEW - sign up for an account** on the right hand side

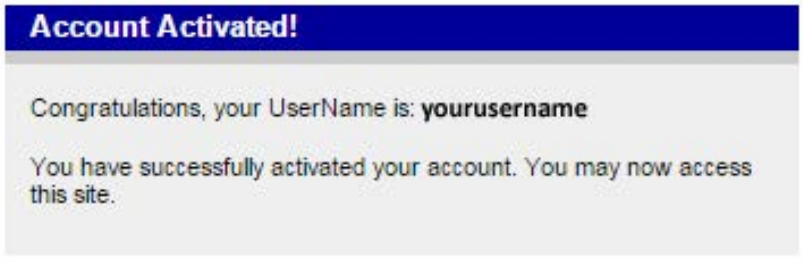


3. Fill out your information to **Request New Account**. Then Submit

Your account has been created. You will be receiving an email with a link and instructions on creating your password and activating your account.

4. Check your email confirmation message titled “Instructions for activating PipePass account”. Be sure to check your junk mail in case it has been marked as spam.

5. Click on the link provided in the email.
You will then be prompted to **Create Password**.



6. Go back to The Insurance Group website www.theinsgroup.net and click on E-Apps under AGENT SERVICES like in Step 1 and Log In using your new credentials.

NOTE: If you are seeing an error message, you may need to clear out your cache in your Internet browsing history.

In Internet Explorer, this feature is found under “tools” and “Internet options.”

In Mozilla Firefox, this feature is found under “history” and “clear recent history.”

In Apple Safari, this feature is found under “develop” (this option may need to be activated in your Safari preferences).

In Google Chrome this feature is found under “Chrome menu” and “tools.

If you have any additional questions or problems creating an account or using E-Apps, please give us a call at (800) 460-5567.