



PENNSYLVANIA LUMBERMENS MUTUAL
INSURANCE COMPANY

PLM PRODUCER PORTAL

VIEWING YOUR POLICIES, LOSS RUNS, AND INVOICES

As a PLM producer, you have the ability to self-service your clients with the PLM Producer Portal. Copies of policies, loss runs, and invoices are available for viewing online.

PLM is no longer mailing policies to our insureds. Policies and endorsements are now uploaded to the PLM Producer Portal for you to retrieve.

FIRST: Create an Account

- Go to the PLM Producer Portal: <https://portal.plmins.com> *
- On the upper right, click "Sign In"
- Enter your email and create your password
- Enter your name
- Enter your producer code and agency FEIN
You can find your producer code on your commission statements
- Click "Map this Producer"
- You have now successfully created an account!

View Policies and Endorsements

- Log into your PLM Producer Portal account
- At the top of the page, select "View" from the dropdown menu and choose "Policy Prints"

Order Loss Runs

- Log into your PLM Producer Portal account
- At the top of the page, select "View" from the dropdown menu and choose "Loss Runs"

View Invoices

- Log into your PLM Producer Portal account
- At the top of the page, select "View" from the dropdown menu and choose "Invoices" **



TIP: To make sure you are receiving notifications about new documents posted to the portal, log into your account and click "Manage My" in the upper right, followed by "User Preferences". You will then be able to select your desired email notification settings.

Our Customer Service Team is always just a phone call away! They offer useful information and can answer any questions on the Producer Portal. You can reach them at custserv@plmins.com or at (800) 752-1895.

* If your version of Internet Explorer is not the most current version, please download or use Google Chrome or Firefox
** Only policies with an effective date beginning January 1, 2015 will have invoices available