



TIPS & TRICKS

for spiffing up your RMAPIA directory profile

ROCKY MOUNTAIN ASSOCIATION OF PUBLIC INSURANCE ADJUSTERS

Experienced. Ethical. Professional.



[Find A Public Adjuster](#)

RMAPIA MEMBERS: HERE FOR YOU – THE POLICYHOLDER

Rocky Mountain Region's Best Public Adjusters

Members Only

Welcome to RMAPIA's Members Only Page

To sign in for the first time:

1. **Type** your email address (the one on file with RMAPIA).
2. To get a first-time password, click the **Request Password**.
3. **Check your email** for the temporary password.
4. **Type the temporary password** to sign in the first time. (You can change it later in your Member Profile.)

Sign In
with your email and password.

Email

Password

Sign In

Use the email address on file with RMAPIA.
If this is the first time you've logged in,
you'll need to request a password below.

Request Password
We will email you a new password so you can access your account.

If you forgot your password or never had one, request one via email. You can change it later in you profile.

Members Home

RMAPIA's Members Only

- ✓ Manage / Renew My Account
- ✓ Profile Tips: Personalize Your Profile (PDF)
- ✓ Bylaws (PDF)
- ✓ Report Fraud - NAIC
- ✓ Code of Ethics
- ✓ Board of Directors
- ✓ Sign Out



Manage My Account

About

Additional

Profile

Sign Out

Name	Rocky M. Raccoon	✎
PA License # (Home State)	License #	✎
Address	123 Gideon's Way	✎
	Black Mining Hills, SD 12345	✎
Email	rocky@raccoon.com	✎
Phone	800-555-9999	✎
Fax		✎
Website	www.raccoon.com	✎
Password	Change	

← These fields are populated with the information we have on file. You can change and update it at any time.

IMPORTANT: This is part of your directory profile, visible to the public. It's also your official contact information for RMAPIA. If something changes, it's important for you to update it.

About Additional Profile Sign Out

Name	Rocky M. Raccoon
PA License # (Home State)	
Address	123 Gideon's Way
	Black Mining Hills, SD 12345
Email	rocky@raccoon.com
Phone	800-555-9999
Fax	
Website	www.raccoon.com
Password	Change

Public Adjuster Individual ← This is your membership level, set by the administrator.

Renew, Upgrade or Update Billing ← Click this to change your method of payment. (See next page.)

✓ Save & Continue → **BE SURE** to save if you made any changes.

Fax

Website

Password [Change](#)

Public Adjuster Individual

Credit Card - Auto Renew
\$295 / year
\$295 payment due now, next auto renewal (\$295) on Apr 10, 2021

Name on card

Billing address

Credit/debit card number

Expiration date /

CVC number

Credit Card
\$295 / year

Pay by Check
\$295 / year



You are still on the About tab.

This is where you pick your preferred payment method. It's also where you will renew membership when you get the notice.



BE SURE to save if you made any changes.

About **Additional** Profile Sign Out

PA License in Addition to Home State

Add each state and your license number there.

State / License Number

This is an expanding text box in case you need to list several states.

Additional Contacts & Locations [Learn more](#) → See next page.

Add people or locations for your family, company or group:

+ Add New Contact

✓ Save & Continue

→ BE SURE to save if you made any changes.

About **Additional** Profile Sign Out

PA License in Addition to Home State

Add each state and your license number there.

State / License Number

Additional Contacts & Locations [Learn more](#)

Add people or locations for your family, company or group:

Name	<input type="text"/>
Position/relation	<input type="text"/>
Address	<input type="text"/>
	<input type="text"/>
Email	<input type="text"/>
Phone	<input type="text"/>
Mobile	<input type="text"/>
Fax	<input type="text"/>
Additional info	<input type="text"/>

Do not show this in my public profile

Save **Cancel**

→ You can add multiple staff and office locations here.

→ For each person or location you add, you can choose to include them in your public profile.

✓ Save & Continue **Skip**

→ **BE SURE** to save if you made any changes.

About Additional **Profile** Sign Out

Privacy

Choose what you want to appear in your public profile.

- Do not list in directory
- Do not show street address in profile

If you **don't** want to be listed in the public directory, click here. This will not change your membership status.

Business Card [Learn more](#)

Click areas on card to upload logo or edit tagline:

Click here to delete the current image.



Rocky M. Raccoon
123 Gideon's Way
Black Mining Hills, SD 12345
800-555-9999

Upload your logo or headshot to make your public profile stand out. If you're having trouble getting the image to fit, make it smaller and try again.

NOTE: You can only have one image on your business card – your logo or a head shot. You can add other images in your Profile Gallery below.

If you work from home or a location not typically open to the public, you might choose to select this option.

You are still on the Profile tab.

Profile Gallery [? Learn more](#)

Upload pictures to to your profile, or click an image to delete.



Click or drop file here to upload image

← Add pictures to give your profile visitors a sample of the types of losses you handle, pictures of you in action, your cute kids, etc. These will be visible to visitors who click on your directory card.

Profile Description [? Learn more](#)

Describe your products & services.

Edit

Describe your business in more detail here.

Tell the world what sets you apart and why policyholders should call you.

- Do you handle **residential** claims? **Commercial** losses?
- Any particular **specialty** (fire? wind? hail? etc.?)
- What **geographical area** do you serve? How far are you willing to travel?
- Etc.

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← This is a really important part of your profile. The directory is searchable by key word. The more you can describe your experience, the types of claims you handle, your service area, your experience, etc., the better.

Tell the world what sets you apart and why policyholders should call you.

- Do you handle **residential** claims? **Commercial** losses?
- Any particular **specialty** (fire? wind? hail? etc.?)
- What **geographical area** do you serve? How far are you willing to travel?
- Etc.

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Social Links

LinkedIn

Facebook

Twitter

BBB

Yelp

Youtube

Pinterest

Instagram

Add your social media addresses here.

Rocky M. Raccoon

123 Gideon's Way
Black Mining Hills, SD 12345
800-555-9999
www.raccoon.com
Send a Message

Save & Continue Skip



The links will look like this on your profile.

Describe your business in more detail here.

Tell the world what sets you apart and why policyholders should call you.

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- What **geographical area** do you serve? How far are you willing to travel?
- Etc.

Social Links

LinkedIn

Facebook

Twitter

BBB

Yelp

Youtube

Pinterest

Instagram

✓ Save & Continue

Skip

Home Page

Return to home page.

Edit Account

Continue editing your account.



If you want to sign out of your account, scroll to the top of this page. Otherwise, pick one of these.

You're finished! Nice work!



Questions? Send email to director@RMAPIA.com