

## Frequently Asked Questions: Quotit and VSP® Vision Care

**1. How/Where do I register to begin selling individual vision plans from VSP through Quotit?**

- Visit <https://www.individualplanpartner.com/quotit.html>, to complete form and submit.
- You can email [asca@vsp.com](mailto:asca@vsp.com) at any time to register

**2. Is registration 100% online?**

Yes.

**3. Are there costs to register?**

If you're registering to sell in New York, Florida, or Washington state, the cost is \$35/state. There is no cost to register in any other state. To pay this fee, you can send a check directly to VSP once you have registered online, writing VSP Broker Appointment Fee on the memo line and mailing the check to:

Vision Service Plan  
ATTN: Bookkeeping  
P.O. Box 997100  
Sacramento, CA 95899-7100

**4. How long does it take to register?**

Upon completion of your online registration, you'll receive a confirming e-mail within minutes. (If there are any questions regarding your registration, VSP will contact you directly.) Within 10 days, you'll receive a separate welcome email.

**5. How soon can I begin selling individual vision plans?**

After your registration has been successfully submitted and you receive the confirmation e-mail you will need to enter your Tax ID for Agency or SSN for independent Agent/ Broker online applications setting. This will ensure you receive credit for your sales.

- Login to your [Quotit Account](#)
- Click on the **Settings** tab at the top of the page<sup>1</sup>
- You will be led to **Settings & Preferences** page, under **Individual & Family** box in **Agency Preferences** section you will select **Online Application Settings**.

- You will be directed to a new page with your list of Companies and Products. At the bottom of the page click on the **Add** button.
- Add Online Application Settings
  - Select your State from drop down
  - Select Product Type from drop down: EX: Vision
  - Select Company Name from drop down - Ex. VSP
- Once all the fields are displayed
- Enter TIN if agency or your SSN if independent
- Check the box ☒ **Use Quotit Online Enrollment System (OES) when available** to ensure your Online enrollment for VSP is turned on.
- Click **Save**

**6. Is training available and is it required?**

You can access a training video by visiting the following link [VSP Plan Training](#)

**7. If I'm already registered to offer VSP group plans, why do I have to register separately with VSP through Quotit to sell individual vision plans?**

Given that individual plans for brokers didn't previously exist, we need to have an associated agreement in place for individual policies. Even if you've previously sold VSP under a different arrangement, you must register with VSP Individual Plans in order to receive commissions through your partnership with Quotit.

**8. If I'm already registered to offer VSP Individual plans, why do I have to register separately with VSP through Quotit?**

Given that you're selling through our partner Quotit and not directly VSP, we must process a separate registration for the unique partnership. Even if you've previously sold VSP under a different arrangement, you must register with VSP Individual Plans in order to receive commissions through your partnership with Quotit.

**9. How do I enroll client?**

Use Quotit to quote and add plan of choice to the shopping cart and complete the application on behalf of the client. You will need to ensure you have set up the online enrollment in your online application settings. (See steps in questions 5)

**10. When do members become effective?**

All policies start on the 1st of the month. Depending on your client's needs, they can select the effective date that best works for them.

**11. What is my commission percentage?**

Brokers receive 8% commissions on insurance premiums collected for initial enrollments and renewing clients. If the client selects to pay the annual amount in a lump sum, commissions will be paid on the full annual premium. If the client elects to pay in 12 monthly installments, commissions will be paid on each of the monthly payments as they come in.

**12. When are commissions paid?**

Commissions are paid quarterly. VSP will send commission payments the month following the end of each quarter.

**13. Can commissions be paid to me by check?**

Yes. This program is mailed checks only; direct deposit isn't available.

**14. Can my commissions be combined with my other VSP commissions?**

No. Individual plan sales through Quotit are administered separately; therefore, commissions will be paid separately from other VSP commissions you may be receiving.

**15. Do I have to reach a minimum prior to my commissions being paid?**

No. Commissions will be paid to you regardless of a minimum.

**16. What if I'm a producer with an agency?**

If you're a producer within an agency, your agency must register first and then register you as one of its producers. Commissions are paid to the agency, which in turn pays its producers.

**17. Can I add states to my registration later?**

Yes. You can email [asca@vsp.com](mailto:asca@vsp.com) at any time to register for additional states after your initial registration has been submitted.

**18. How will my client's coverage be renewed?**

Renewals are automatic. Upon enrollment, your clients provide VSP with payment information so we can renew the member automatically unless the member calls to cancel. VSP will send an e-mail notification to members 60 days in advance of their renewal, reminding them of their automatic renewal.



**19. How do I get access to the plans and product information?**

You can find all the VSP Individual plan information on Quotit.com. VSP individual plans are offered nationally.

**20. Are the plan rates through Quotit different than other individual plans?**

The rates for this plan are the same as those available directly to consumers purchasing plans with the same coverage.

**21. Do I need to be appointed to sell VSP individual vision benefits?**

During the processing of your registration, any appointments that are required will be completed by VSP before you're approved to sell VSP individual vision plans.

**22. If I'm registered in one state, can I sell in another?**

No. You must be registered to sell in each state separately.

**23. Why is there a separate broker website for the individual plans?**

In establishing the program for brokers to sell individual vision plans, we found we could implement the program much faster through a separate portal. In the future, this site may be merged with the general VSP broker site, but for now, we're trying to provide a simple solution in order to make this program quickly available for brokers.

**24. Where do I go for support?**

For questions on registration or commission payments please e-mail VSP at [support@individualbrokervision.com](mailto:support@individualbrokervision.com). All other questions about products, proposals, enrollment or technical questions about Quotit please call 866-4-Quotit.