

Best Practices for Ordering Motor Vehicle Reports

Continue to get a preliminary quote through WritePRO. A preliminary quote is when the Credit and CLUE Reports have been ordered. However, the Motor Vehicle Reports (MVRs) for the listed drivers have not been ordered at this stage.

To get an accurate quote, it is recommended the agency ask the customer if they have had any accidents or violations. If the customer has any prior accidents or violations, it is best to enter them on the “Claims/Violations” tab, found along the left side of the screen in WritePRO. Generally, the rate from the preliminary quote will be accurate as long as the driving record activity entered matches the information found on the MVR.

If the quote is competitive and it is likely that the policy will be written with Donegal, you should proceed with ordering the Motor Vehicle Reports. An MVR is ordered in WritePRO by selecting the “Verify Driving Record and Continue” button at the bottom of the preliminary quote results page. *(The wording on this button will be changed to “Request MVR and Continue” in September.)* Once an MVR is ordered and the information is verified, you will obtain a fully underwritten quote.

Please note: if the premium from the preliminary quote is not competitive, we recommend you not order the MVR as the premium will not improve and your agency could be billed for excess reports.