How to Process Your own Certificate in Cybersure

1. Go to certificate webpage:

    https://www.cybersure.com/cybersure/forms/cococert/cocoissuecert.aspx

2. Use login name and password provided to enter system. (Enter login and password exactly how you see below)

    Client Code: 44793

    Password: f8F40CnP

3. Choose the location you need to show proof of coverage for (some properties have multiple buildings and/or addresses). If you want coverage for all locations, **Select All**

4. **Please fill out the following sections**. Enter the bank/mortgage information. The following section will be to enter the home owner/buyer information (i.e. buyer/owners name, property address, loan# etc.)

5. You may fax or email the certificate. Enter the information accordingly. Enter a "Contact Name" and check the delivery option preferred. . **Click "Submit"**

6. The popup page will now reload with an image of your certificate. Here you may print, save certificate if necessary.

7. Click "**Next**" to issue another certificate or "**Close**," to close the window.

If you have any questions, or encounter any problems while trying to obtain a certificate, you may contact us at (305)443-4886 for assistance. You may also contact us by email at miagcerts@usi.com