



Mar 14, 2017

CHRISTOPHER ADAMS  
8494 STONERIDGE TERRACE  
BOULDER, CO 80302

Dear CHRISTOPHER ADAMS:

Thank you for submitting your request for appointment with UnitedHealthcare. This e-mail contains your Access Code (also known as Party ID) to register and begin the certification process. Once registered, you will be able to take courses and obtain product certification.

Your Party ID is **643731**.

**Your next steps:**

- Go to the UnitedHealth Producers website at [www.UnitedHealthProducers.com](http://www.UnitedHealthProducers.com)
- Register with your Party ID by clicking on the "more" link under the 'Register Now' section of the homepage.
- Make sure the "Party ID" radio dial is selected when using your Party ID to register and log into [www.UnitedHealthProducers.com](http://www.UnitedHealthProducers.com)
- Log on using your new Party ID provided above.

**You will need the information below to register on the UnitedHealthcare Producers Website:**

- **Party ID** (provided above)
- **Social Security Number OR Tax Identification Number** (last four digits only)
- **ZIP Code** (your mailing preference as designated on your appointment application)

**This Party ID cannot be used on Enrollment Applications or to order sales materials.**

Once you have completed the product certification process and are appointed with UnitedHealthcare, you will receive a formal welcome letter and Writing Number. You will use your Writing Number on Enrollment Applications and to access online materials and information. The instructions related to your Writing Number are different from what is included in this communication and will be sent to you separately.

Your Party ID provides limited access to our training site **Note:** You must be certified in at least one product in order to become appointed to offer our products. If you do not certify for at least one product within 90 days from the date on this letter your request for contracting will be closed.

Should you have any questions or need any information, please contact the Producer Help Desk (PHD) via e-mail at [phd@uhc.com](mailto:phd@uhc.com).

Thank you for your interest in representing the UnitedHealthcare Medicare Solutions product portfolio. We look forward to working with you in the future.

Sincerely,

Agent On-Boarding  
UnitedHealthcare Medicare Solutions

cc: [mary@smsteam.net](mailto:mary@smsteam.net)