

## Ready to submit an application? Here's how!

Electronic Applications for most products are available on BIG's website [www.Breakthroughins.com/Lincoln](http://www.Breakthroughins.com/Lincoln). Click on the blue "Agent Center" button on our homepage in order to access **LifeLink** and **iPipeline's iGO e-App**.

**If you're having trouble finding the right application or form- call BIG at 877-377-5281 for help!**

### Life/LTC/Hybrid Applications

- For the fastest processing, complete an electronic application in **LifeLink** or **iPipeline's iGO e-App**. Once the application is complete, select "print to PDF" to create a PDF file of the application to send to Lincoln. **Do not use "save as a PDF"**. Once the application is complete in **LifeLink** or **iGO e-App**, BIG releases the application directly to the carrier.
- If you can't find your carrier in **LifeLink** or **iGO e-App**, go to **iPipeline Forms**, the carrier website, or call BIG for a paper application. Once the paper application is complete, the Financial Professional must scan the document to create a PDF file of the application and email the PDF file to BIG at [info@breakthroughins.com](mailto:info@breakthroughins.com) or use our secure upload feature by [clicking here](#). Be sure to include check copies and any additional paperwork. **Regardless of instruction given on internal Lincoln forms, make sure you send a copy of the application to BIG so that we may confirm receipt of application by the carrier.** (You may also fax applications to 609-552-7297, or mail to: 2 North Main Street, Suite 303, Medford, NJ 08055.)
- If you are holding a check to be submitted with the application, mail the check with a copy of the first page of the application directly to the carrier.

### **Don't forget, for commissions to be paid appropriately, you will also need to complete the following:**

- On Lincoln's platform, create a Direct Sponsor Account work item in Account Central, complete the compliance forms required, and upload the PDF of the electronic application.
- Obtain any necessary signatures from your client on Lincoln's compliance forms.
- Submit the work item to Lincoln for approval.
- Upon approval of the transaction, the financial professional will receive an email from Lincoln indicating that the work item is complete.