

Avoiding delays: Tips for personal auto and property submissions

To support faster turnaround times, we're sharing a few tips that will help you reduce avoidable delays when submitting personal auto and property requests.

1. Upload documents to Guidewire for streamlined processing

Follow the steps outlined in [this job aid](#) to upload documents in Guidewire. This ensures all materials are centralized under the same location and support quicker processing.

2. Create your own activity in Guidewire

For quotes, policies, policy changes, and cancellations, please create a Guidewire activity and assign it to "UW Approval – UW Group." This helps route your request to the right team, reduces manual follow-ups, and supports a faster and more consistent experience.

3. Check the Risk Analysis tab to identify underwriting blocks

If you're unable to process a quote, review the **Risk Analysis** screen under the **UW Issues** tab in Guidewire to identify any underwriting issues preventing you from proceeding. Addressing these issues early can help avoid unnecessary delays and improve processing efficiency.

Continue building your knowledge

Looking to further streamline workflows and deliver exceptional value to clients? Our [GoreU courses](#) can help you better understand our offerings, navigate key processes with confidence, manage risk effectively and avoid common submission delays.

If you have any questions, your business development representative is here to help.