

The logo for Silver Script, with 'SILVER' in a grey serif font and 'SCRIPT' in a red serif font, separated by a stylized 'X' symbol. The background of the top section of the page is a grayscale photograph of a person in a suit adjusting their tie.

SILVER SCRIPT

How To Do Business Guide

Home Office: 1-888-277-4174

Email: ProducerSalesResource@Caremark.com

Online Agent Portal: [https://
www.silverscriptagentportal.com](https://www.silverscriptagentportal.com)

New Business Fax: 1-800-581-3657 (fax to SMS for application scrubbing)

Please follow the following steps to access the Silver Script Agent Portal:

1. Go online to:
[https://
www.silverscriptagentportal.com/
agentportal/login.aspx](https://www.silverscriptagentportal.com/agentportal/login.aspx)
2. Enter your login information and click the red "Login" button
3. If prompted, select a plan year and then click the red "CLICK HERE" link to access the portal
4. You now have successfully logged into your agent portal!
5. Under the "I want to..." tab, you will find a number of different options that you can choose from. For example, order enrollment kits, check the status of a user, add a new user, and more!

To check business on the Silver Script Agent Portal please follow the following steps:

1. Go online to
[https://www.silverscriptagentportal.com/
agentportal/login.aspx](https://www.silverscriptagentportal.com/agentportal/login.aspx)
2. Log in with your information
3. Locate the menu on the left-hand side of the screen, then click "Reports"
4. Select "My Clients."
5. Fill in the application start and end date, and the clients Agent ID.
6. Click "Search" and that client should appear.
7. You can also narrow the search by the type of enrollment. Ex. Electronic app, iPad app, etc.

Please call 800-689-2800 with any questions!