

User Guide For First Time MDRT Qualifiers

1. Login to www.mdrtd.org

**If you have not updated your account or first time login, your default username is your MDRT ID number, and your default Password is your 8-digit birthday in the MMDDYYYY format.*

2. Hover over MRMBERSHIP and click on APPLY NOW.

3. Click on START NEW APPLICATION button.

4. Read and Tick all the application terms and then click SAVE AND CONTINUE button

MDRT Membership Application 2021

Welcome Membership Production Review and Payment Approved

Welcome to the MDRT Membership Application

Thank you for your interest in joining the Million Dollar Round Table (MDRT). Upon completion of this application, you will become a valuable member of the MDRT team. If you have any questions about the application process, please visit [Member Requirements](#), view [Frequently asked Questions \(FAQs\)](#), or contact [Member Relations](#) at:

Phone: +1 847 692-6378 | Email: MemberRelations@mdrt.org

Please have all production and payment materials ready before continuing. Note that production must be entered in U.S. dollars. [Click here](#) for information on production requirements.

Terms & Conditions

Please review the following Terms & Conditions. To continue with the online application process, you must agree to the terms.

APPLICATION TERMS

I have read and accept the above Terms & Conditions.

Professional Association

Are you a member of a professional association?

Yes

No

MDRT Ethics Requirement

Has any complaint or proceeding of any nature, that has not already been fully reported to or acknowledged by MDRT, ever been brought against you by or through any insurance or financial services company, any insurance or financial services association, or any government body or representative thereof, alleging you behaved unethically or committed a felony (serious crime), whether related to insurance or not? If yes, include complete documentation.

No complaints have been brought against me.

Yes, a complaint has been brought against me.

SAVE AND EXIT **SAVE AND CONTINUE**

5. Tick qualifying method and then click SAVE AND CONTINUE button

Welcome	Membership	Production	Review and Payment	Approved
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Select Membership Option

Based on your Member history, the following options for Membership are available to you at this time. Please select one:

<input checked="" type="radio"/> Qualifying Member I want to apply as a Qualifying Member and will provide production information.	MDRT Dues:	\$550
Production information required Certifying Letter(s) required	Total:	\$550

Qualifying Method

I will demonstrate eligibility for Membership under the following method/methods:

Commission or Premium

Production Information

Production must be converted to U.S. dollars (USD) using the official MDRT conversion factor. Please refer to the chart below for qualifying production levels. Certifying letters are part of your application and are subject to production verification.

VIEW CONVERSION FACTORS

	Commission	Premium
MDRT	Total: \$97,000	Total: \$194,000
Court Of the Table	Total: \$291,000	Total: \$582,000
Top Of the Table	Total: \$582,000	Total: \$1,164,000

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SAVE AND EXIT

SAVE AND CONTINUE

6. Click SAVE AND CONTINUE button

*Production updated by Company

Welcome
Membership
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Production Data Sent to MDRT By Your Company

Company:

Type	Risk-Protection Production	Other/NewBusiness	Reported Total	Risk-Protection Lives	Other Lives
Commission	\$144,650	\$0	\$144,650	58	0

Production Data You Entered

Click the 'Add Production' button to enter your production. Create a separate line for each certifying letter then upload a copy as instructed in the next step. If necessary, delete an entry by clicking the delete button.

For **Commission** and **Premium Production**, you will be able to enter values for Risk Protection Credit, Other Credit, Risk Protection Lives and Other Lives.

For **Income Production**, you will be able to enter values for New Business Income, Risk Protection Income, Total Income Reported, Risk Protection Lives and Other Lives.

Type	Risk-Protection Production	Other/NewBusiness	Reported Total	Risk-Protection Lives	Other Lives	Shared	Edit	Delete
No records to display.								

ADD PRODUCTION

Upload Certifying Letters

File Name	Description	Date Sent	Delete
No records to display.			

To upload a file, click "Choose File," select the file on your computer to be uploaded, then click the "Upload" button. The file name will be recorded in the chart, and it will say File uploaded successfully. Repeat as necessary to document all of the production you entered in the production grid.

File: No file chosen

Description (optional):

UPLOAD

Production Totals Reported to MDRT

Type	Risk-Protection Production	Other/NewBusiness	Reported Total	Risk-Protection Lives	Other Lives
Commission	\$144,650	\$0	\$144,650	58	0
Premium	\$0	\$0	\$0	0	0
Income	\$0	\$0	\$0	0	0

Membership Options You Are Eligible For

MDRT

COT

TOT

Additional Production Required to Qualify Using Commission

	Risk-Protection Production	Total
MDRT	\$0	\$0
COT	\$0	\$146,350
TOT	\$0	\$437,350

Additional Production Required to Qualify Using Premium

	Risk-Protection Production	Total
MDRT	\$97,000	\$194,000
COT	\$97,000	\$582,000
TOT	\$97,000	\$1,164,000

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SAVE AND EXIT
SAVE AND CONTINUE

7. Click PAY & SUBMIT APPLICATION button

*paid by Company

Welcome Membership Production **Review and Payment** Approved

Application Review

Please review your application before continuing to payment screen.

Membership Option

Qualifying Member I am applying as a Qualifying Member and have provided production information.	MDRT Dues:	\$550
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	Total:	\$550
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CHANGE MEMBERSHIP OPTION

CHANGE PRODUCTION DATA

Total Amount Due

	Cost	Company Paid	Individual Pre-Paid	Amount Due
Qualifying Member	\$550	\$0	\$0	\$550
			Total Due :	\$550

Billing Address

* Address1 Level 26, Capsquare Tower

Address2 No.10,Jalan Munshi Abdullah

Address3

* City, State, ZIP Kuala Lumpur 50100

* Country Malaysia

Payment Information

Credit Card: Accepted Cards

* Card Holder Name:

* Card Number:

* Security #: [What's this?](#)

* Expiration Date:

Above fields are required to process payment.

Once membership is approved, dues are non-refundable.

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PAY AND SUBMIT APPLICATION