


## INSTRUCTIONS FOR AWP USERS TO LOGIN TO SECURE EMAIL

The Agent will receive an email stating they have received a secure email from Westfield. The email looks like this:



**WESTFIELD**  
**INSURANCE**  
Sharing Knowledge. Building Trust.®

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**You have received a secure email from an employee of the Westfield Group including Westfield Insurance, Westfield Bank or Westfield Services, Inc. The email contains sensitive information and was secured to ensure privacy of this information. If you have any questions, please contact the sender or call the Help Desk at 1-800-243-0210 (agency personnel use ext. 430-6161, all others use ext. 430-0153). Have questions about this email? [Click here](#)**

**To view your secure message:**  
**1. Open the attachment "SecureMessageAtt.html"**  
**2. Follow the instructions to access your secured email**

**Disclaimer:** Westfield Group includes Ohio Farmers Insurance Company, Westfield Bancorp and their various subsidiaries.  
Secured by Proofpoint Encryption, Copyright © 2009 Proofpoint, Inc. All rights reserved.

The Agent must follow the instructions above to view their secure message. Once the Agent opens the secure message successfully, the following box will appear:



**WESTFIELD**  
**INSURANCE**  
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[Click to read message](#)

**The attachment was opened successfully.  
To read your secure email, click the button above.**

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To read the secure email, the Agent must click the button "Click to read message".

The Agent will be prompted to login with their AWP username and password.

### Login to Westfield Secure Email.



If you are an Agent's Web Passport (AWP) user, login with your AWP username and password. Other users, login with your Westfield Secure Email username and password.

Email Address:

Password:

[Continue](#)

**NOTES:**

**ONLY AWP users will receive this login. It does NOT include a "Forgot Password" button.**

**If the Agent needs to change their password, they must do it via AWP.**