# **Instructions on how to use Xactimate and Sedgwick Rates Lookup**

Step 1: Double click the file called **login.html**

Step 2: Enter the Username and Password which are the following:

**Username**: [Managers@gelder.co.uk](mailto:Managers@gelder.co.uk)

**Password**: GelderManagers1

Step 3: Click on which set of rates you want either **Xactimate (LVC, EML or QUL** codes) or **Sedgwick (SRS, ORL** codes)

Step 4: Using the search bar at the top of the screen type what rate you are looking for e.g. Laminate flooring

Step 5: Once you have found the rate, you’re looking for click the box that is displayed below and it will display it in the box below that at the bottom of the page with the rate name and the rate code which can then be used when requesting variations.