SUBMIT YOUR AUDIT DOCUMENTS ONLINE

SCHB Self Insurers Fund

Uploading audit documents through the South Carolina HomeBuilders Self Insurers Fund portal is **quick and easy.**

HOW TO UPLOAD YOUR DOCUMENTS

1. **Log in to the portal**
2. **Select Policies.**
3. **Choose Active Policies, then Policy Detail.**
4. **Click Quick Add in the upper-right corner.**
5. **Select Upload File from the drop-down menu.**
6. **Choose Audits as the document category.**
7. **Select and upload your file.**



NEED PORTAL ACCESS?

If you do not have a portal login—or if you need assistance—please contact our office at **803-771-0566.**