

**AGENT SERVICES**

**TO: All Insurance Companies  
All Adjusting Companies  
All Public Adjusting Companies**

**FROM: Etta Maynard**

**DATE: February 1, 2010**

**RE: 2010-2011 LICENSE RENEWAL INVOICE-PAYMENTS DUE 3/31/2010**

**BROKERS, VIATICAL SETTLEMENT BROKERS, SELF-EMPLOYED ADJUSTERS, PUBLIC ADJUSTERS, MOTOR VEHICLE DAMAGE APPRAISERS, CORPORATIONS, PARTNERSHIPS, AUTO RENTAL AND SELF-STORAGE LIMITED LICENSES**

Currently, NIPR is accepting resident and non-resident renewal applications for Broker, Viatical Settlement Broker, Self-Employed Adjuster, Public Adjuster, Motor Vehicle Damage Appraiser, Corporation, Partnership, Self-Service Storage and Auto Rental Limited Lines licenses.

In order to renew these North Carolina license types, licensees are required to complete a renewal application and pay the applicable license renewal fee through NIPR. Agent Services Division mailed to the licensees a notification explaining how to complete the license renewal through NIPR. This information is also posted on the Department's website [www.ncdoi.com](http://www.ncdoi.com) under Agent Service Division Hot Topics. Failure of a licensee to complete the renewal application and pay the renewal fee through NIPR by 5/15/2010 will result in the license expiring effective 3/31/2010.

If licensees or companies have any questions regarding the NIPR license renewal process, they should contact:

- NAIC Help Desk 816-783-8500 - Problems navigating the online license renewal screens
- NIPR Customer Service at 816-783-8468 or [customerservice@nipr.com](mailto:customerservice@nipr.com) - Any problems other than license renewal screens
- Agent Services Division at 919-807-6800- Any other questions.

For a small number of licenses for non-resident self-employed adjusters and public adjusters who do not show an active resident state license on the National Producer Database (PDB), an online renewal application is available through State Based Systems (SBS). Agent Services Division mailed to these specific licensees a notification directing them to complete a license renewal application and pay their renewal fee through SBS. Failure of a licensee to complete the renewal application and pay the renewal fee through SBS by 5/15/2010 will result in the license expiring effective 3/31/2010.

If licensees or companies have any questions regarding the SBS license renewal process, they should contact:

- SBS Help Desk at 816-783-8990 or [sbshelp@naic.org](mailto:sbshelp@naic.org) - Problems navigating the SBS Online License Renewal screens
- Agent Services Division at 919-807-6800- Any other questions.