

NOTE

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**Department of Business Regulation
233 Richmond Street
Providence, RI 02903**

Insurance Bulletin Number 2003-21

Insurance Licensing

(Producers, Claim Adjusters, Motor Vehicle Damage Appraisers and Surplus Line Brokers)

MODIFICATIONS IN POLICIES DUE TO IMPLEMENTATION OF NEW LICENSING SYSTEM

The Department of Business Regulation (“Department”) in coordination with the National Association of Insurance Commissioners (“NAIC”) is pleased to announce the initial phase of the implementation of a new insurance licensing system: State Based Systems. This licensing system will enhance and improve the licensing process for the Department’s insurance producer, claim adjuster, motor vehicle damage appraiser, and surplus line broker licensees and ensure compliance with the uniformity and reciprocity mandates of Title III, Section 321 of the Gramm-Leach-Bliley Act (P.L. 106-102) (“GLBA”), a federal law enacted on November 12, 1999. Upon final implementation (early 2004), it will be possible for licensees to apply and renew their licenses online.

Due to a need to develop consistent licensing processes, improve consumer access and customer service, enhance efficiency, reduce expenses, and ensure compliance with NAIC national initiatives, the Department will have to modify its current licensing policies as described below. This Bulletin lists the changes in policy that are necessitated by this change in systems. We ask for your patience during the transition phases of this process.

- ◆ **After November 19, 2003 new individual insurance producer applicants will be issued two (2) year licenses that will expire the last day of the quarter in which the license is issued. New insurance producer license applicants must submit appropriate two (2) year license fees.**

NEW INSURANCE PRODUCER APPLICANTS (AFTER NOVEMBER 19, 2003)

IF YOUR LICENSE IS ISSUED IN ▼	YOUR LICENSE EXPIRES ON ▼
January, February, March	March 31 every two years
April, May, June	June 30 every two years
July, August, September	September 30 every two years

October, November, December	December 31 every two years
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- ◆ **All insurance producer applicants and licensees (individuals and business entities) who apply for and/or renew licenses after November 19, 2003 will receive a one-time new license that will include a wallet- size card and a frameable certificate. Licenses issued after November 19, 2003 will be perpetual. A new license will no longer be issued upon renewal.**

NOTE: It is incumbent upon the licensee to verify and keep track of his/her license expiration date on the Department's website: www.dbr.ri.gov and renew the license as required. The Department will continue to send renewal notices.

- ◆ **All insurance producers, motor vehicle damage appraisers, claim adjusters, surplus lines brokers will be issued new license numbers upon initial application or renewal.**
- ◆ **New business entity insurance producer applicants who apply between November 19, 2003 and May 31, 2004 will receive a license which will expire on June 30, 2004. New business entity insurance producer applicants who apply After May 31, 2004 will receive a two (2) year license expiring on June 30, 2006. Therefore, upon renewal these licensees will receive a two (2) year license expiring on June 30, 2006.**
- ◆ **Current individual insurance producer licensees will be gradually phased into two (2) year licenses upon renewal according to the first letter of their last names.**
- ◆ **The license expiration date for licenses due to expire on December 31, 2003 is temporarily extended to January 31, 2004 to accommodate implementation of this new licensing system pursuant to Order No. 03-154.**
- ◆ **Please refer to the Department's website: www.dbr.ri.gov for more information related to implementation of new licensing system.**

Marilyn Shannon McConaghy
Director
November 21, 2003