

RE: North Carolina Department of Insurance License Renewal

You are receiving this e-mail because the annual **North Carolina Department of Insurance <insert license type> license renewal** is due by March 31, 2017 for **<entity-name> – NPN <NPN Number>** and this is the e-mail address listed on the license record. If this is not the correct e-mail address or if you have any questions, please do not reply to this e-mail; you may send any e-mail inquiries to: northcarolinalicensingoffice@pearson.com.

All North Carolina adjuster and appraiser licenses renew by 4/1 each year. All adjuster/appraiser licenses that were active as of 1/29/17 must complete an online renewal application and pay the applicable fees through www.nipr.com. Failure to complete the renewal application and pay the fees due through NIPR by 5/30/17 will result in your license expiring effective 3/31/2017.

STEPS ONLY FOR- NC RESIDENT ADJUSTERS/APPRAISERS:

1. On the Internet, go to www.nipr.com to complete the NIPR resident adjuster renewal application
2. Follow the links to resident license renewals. Enter NC as your resident state and enter your National Producer Number (NPN) as your NC license number to access your license renewal application.

NPN Lookup is available on NIPR's website: <https://pdb.nipr.com/html/PacNpnSearch.html>

Please note, your NC resident adjuster license expiration date (except for hail adjusters) reflects your biennial CE compliance date. A license renewal is still due by 3/31/2017 regardless of your license expiration date. You still must pay the annual renewal fee.

STEPS ONLY FOR - NON-RESIDENT ADJUSTERS/APPRAISERS and DESIGNATED HOME STATE ADJUSTERS – This includes both non-resident adjusters/appraisers licensed in their resident state and those that designate NC or some other state as a home state.

1. On the Internet, go to www.nipr.com to complete the NIPR non-resident adjuster renewal application
2. Follow the links to non-resident license renewals. You will be asked to identify your resident state or designated home state and enter your active resident state license number to access your license renewal application.

Please note, if you are a NC designated home state adjuster your adjuster license expiration date (except for hail adjusters) reflects your biennial CE compliance date. A license renewal is still due by 3/31/2017 regardless of your license expiration date. You still must pay the annual renewal fee.

ALL adjusters and appraisers should print confirmation of paid renewal fee and completed license renewal application. The Department will not mail renewal payment confirmation. Licensees may use the Department's on line agent information portal to view their current license status at www.ncdoi.com.

If you have any questions regarding this license renewal process, contact:

- North Carolina Licensing Office of Pearson VUE – 866-265-6329 or e-mail at northcarolinalicensingoffice@pearson.com (business hours: 8 a.m.- 6:00 p.m. ET, M-F)
- NIPR Customer Service - customerservice@nipr.com or (855) 674-6477 for assistance with electronic applications.

- E-mail update – Individuals and business entities can use the following link to submit an updated e-mail address:

<http://www.statebasedsystems.com/EmailAddressMaintenance.htm>