

**AGENT SERVICES**

**URGENT MESSAGE FOR NC ADJUSTERS**

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

**FROM:** Etta Maynard

**DATE:** March 10, 2011

**RE: 2011-2012 LICENSE RENEWAL INVOICE-PAYMENT DUE 3/31/2011**  
**SELF-EMPLOYED ADJUSTERS, COMPANY/INDEPENDENT FIRM ADJUSTERS, HAIL ADJUSTERS, PUBLIC ADJUSTERS**

Agent Services Division of the NC Department of Insurance recently mailed 2011 – 2012 Adjuster Renewal invoices to the mailing address shown on the adjusters' license records at the Department. A number of licensees provided the mailing address for the insurance company which employs them.

Please forward invoices received for your company adjusters via your internal company mailing procedures. If the adjuster(s) no longer works for your company, please return the invoice to:

NCDOI/Agent Services Division  
Attn: Renewal Processing  
1204 Mail Service Center  
Raleigh, NC 27699-1204

We will send the invoice to one of the other addresses on the licensee's record. Payment is due on or before March 31, 2011 and if payment is not received by May 31, 2011, the adjuster's licenses will lapse.

We appreciate your assistance with this matter and if you have any questions, please call Agent Services Division at (919) 807-6800.

