

AGENT SERVICES

TO: All Interested Parties
FROM: Agent Services Division
DATE: February 3, 2012
RE: 2012-2013 LICENSE RENEWAL INVOICE-PAYMENT DUE 3/31/2012

BROKERS, VIATICAL SETTLEMENT BROKERS, CORPORATIONS, PARTNERSHIPS, AUTO RENTAL AND SELF-STORAGE LIMITED LICENSES, PUBLIC ADJUSTNG BUSINESS ENTITIES, PORTABLE ELECTRONICS BUSINESS ENTITIES

Please follow the steps below to make your NC license renewal payment:

1. On the Internet, go to www.nipr.com
2. Follow the links to either resident or non-resident license renewals. You will be asked to identify your resident state and enter your active resident state license number to access your license renewal application. **NC residents** - the NC license number for individuals is your National Producer Number (NPN) and for business entities it is your Federal Identification Number (FEIN).

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

In order to renew your North Carolina license, you are required to complete a renewal application and pay the applicable license renewal fee through NIPR. Failure to complete the renewal application and pay the renewal fee through NIPR by 5/15/12 will result in your license expiring effective 3/31/2012.

If you have any questions regarding this new license renewal process, 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 - Any problems other than license renewal screens
- Agent Services Division at 919-807-6800– Any other questions.

E-mail Address Required

Effective January 1, 2010, all licensees are required to provide the Commissioner a valid e-mail address pursuant to N.C.G.S. 58-2-69(b). Failure to update residential address or e-mail within 10 business days shall result in a \$50.00 fee. Individuals and business entities can use the online form through the following link to submit an updated e-mail address:

http://www.ncdoi.com/asd/forms/asd_Email_Update.asp