

**TO: All Insurance Companies  
All Motor Clubs Companies  
All County Farm Mutual Companies**

**FROM: Agent Services Division**

**DATE: February 6, 2019**

**RE: 2019-2020 APPOINTMENT RENEWAL PAYMENT DUE BY  
MARCH 31, 2019**

The appointment renewal bill is now ready for companies with active North Carolina appointments to pay on-line at [www.nipr.com](http://www.nipr.com). Payment is due by March 31, 2019. **Companies that do not have active North Carolina appointments will not have an invoice for appointment renewal.**

The Department has posted special instructions and FAQ's on the Department's website [www.ncdoi.com](http://www.ncdoi.com) in the following location:  
[http://www.ncdoi.com/ASD/Documents/FAQs/Company%20Appointment%20Renewal%20Process\\_ICINFAQ.pdf](http://www.ncdoi.com/ASD/Documents/FAQs/Company%20Appointment%20Renewal%20Process_ICINFAQ.pdf)

We recommend that you review the information on the website for printing the invoice, making the payment, and printing a list of your appointed agents.

Please note, when printing renewal details from the NIPR invoices, the full Line of Authority (LOA) type will display.

If you have any questions, please call Agent Services Division at (919) 807-6800.