

COMMONWEALTH OF VIRGINIA

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May 1, 2013

Administrative Letter 2013-04

To: All Entities with Authority to Appoint Insurance Producers in Virginia and Other Interested Parties

Re: Producer Licensing Appointment Fee Reduction Effective July 1, 2013

The purpose of this Administrative Letter is to advise insurers that effective July 1, 2013, the producer licensing appointment fee will be reduced from \$12.00 to \$10.00. This reduction stems from the fact that the anticipated increase in processing costs, which led to an increase in the statutory maximum for the appointment fee to \$25.00 in 2002, did not occur.

Please note that the July 2013 appointment renewal invoices for the fiscal year ending June 30, 2013 and the appointment billing for the quarter ending June 30, 2013, will be billed on or about July 1, 2013, at the current \$12.00 amount. However, the appointment fees billed to insurers for the quarter ending September 30, 2013, and payable on November 10, 2013, (and for each quarter thereafter) will be billed at the reduced \$10.00 amount.

Questions concerning this administrative letter may be addressed to:

Preston Winn, Manager
Producer Licensing Section
Bureau of Insurance
State Corporation Commission
Preston.Winn@scc.virginia.gov
804-371-9631

Sincerely,

Jacqueline K. Cunningham
Commissioner of Insurance