

COMMONWEALTH OF VIRGINIA

ALFRED W. GROSS
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Administrative Letter 2005-9

TO: ALL ENTITIES WITH AUTHORITY TO LICENSE AND APPOINT AGENTS IN THE COMMONWEALTH OF VIRGINIA AND OTHER INTERESTED PARTIES

RE: IMPLEMENTATION OF ELECTRONIC **NON-RESIDENT** LICENSING (ENRL) WITH ELECTRONIC FUNDS TRANSFER FOR LICENSING FEES

Please distribute to the appropriate personnel within your company, and notify your appointed agents of these changes.

The purpose of this Administrative Letter is to provide information concerning Electronic Non-Resident Licensing with electronic funds transfer of licensing fees. On **May 2, 2005**, the Bureau of Insurance (the Bureau) began accepting electronic license applications from non-resident producers. At this time, ENRL is available for use by individual applicants only.

Individual non-resident applications can be submitted electronically through two websites:

1. You may apply directly through the National Insurance Producer Registry (NIPR) website at <http://www.licenseregistry.com/html/nrlWelcome.html>.
2. You may also access the NIPR website through the Bureau's website at <http://www.scc.virginia.gov/division/boi/webpages/boionlineservices.htm>.

The NIPR website is not under the management or control of the Commonwealth of Virginia and is not governed by the privacy or security policies of the Commonwealth of Virginia.

At this time, the Bureau will continue to accept paper applications; however, we encourage the use of the electronic process. You should refer to the Bureau's website at <http://www.scc.virginia.gov/division/boi/webpages/boilicensingprocedures.htm> for procedures in submitting a paper application.

Problems or questions regarding the ENRL process should be directed to the NAIC help desk at (816)783-8500.

Cordially,

A handwritten signature in cursive script, appearing to read 'Alfred W. Gross'.

Alfred W. Gross
Commissioner of Insurance

AWG:bpg