



Department of Insurance

State of Arizona

Office of the Director

Telephone: (602) 364-3471

Facsimile: (602) 364-3470

JANICE K. BREWER

Governor

2910 North 44th Street, 2nd Floor

Phoenix, Arizona 85018-7269

www.id.state.az.us

CHRISTINA URIAS

Director of Insurance

REGULATORY BULLETIN 2009-04¹

To: All Insurers and Insurance Producers Transacting Business in Arizona

From: Christina Urias, Director of Insurance

Date: October 23, 2009

Re: Guidelines for Using the National Association of Insurance Commissioners (NAIC)/National Insurance Producer Registry (NIPR) Attachments Warehouse for the Electronic Filing of Insurance Producer Licensing Documents

The purpose of this bulletin is to advise all insurance companies and insurance producers transacting business in Arizona that the Arizona Department of Insurance (ADOI) now accepts documents and notices submitted on behalf of insurance producers through the National Association of Insurance Commissioners (NAIC)/National Insurance Producer Registry (NIPR) Attachments Warehouse. The Attachment Warehouse allows you to electronically file insurance producer licensing-related documents. The NIPR is a non-profit affiliate of the NAIC.

The Attachments Warehouse is a secure regulatory database that electronically receives, stores and shares licensing documents with state insurance departments. If the ADOI requires you to submit documentation as part of a producer licensing transaction, you may use the Attachments Warehouse to submit this documentation.

Insurance producers may also use the Attachments Warehouse to notify and report administrative and criminal actions to the Director to satisfy the requirements of ARS §20-301 in lieu of submitting a paper filing. An insurance producer must include the same documentation in an Attachment Warehouse filing as the producer would provide to the ADOI in a paper filing.

Please direct any questions regarding this Substantive Policy Statement to Steven Fromholtz, Licensing Supervisor, at (602)364-4457 or SFromholtz@azinsurance.gov. For further information about how to use the Attachment Warehouse, visit the NIPR website at www.nipr.com.

¹ This Substantive Policy Statement is advisory only. A Substantive Policy Statement does not include internal procedural documents that only affect the internal procedures of the Agency, and does not impose additional requirements or penalties on regulated parties or include confidential information or rules made in accordance with the Arizona Administrative Procedures Act. If you believe that the Substantive Policy Statement does impose additional requirements or penalties on regulated parties you may petition the Agency under Arizona Revised Statute Section 41-1033 for a review of the statement.