

FAQs Surplus Lines 9/1 Renewals

1. What 9/1 renewals are due by 8/31/2020?

Resident and non-resident renewals for the following:

Individual – Surplus Lines License

Business Entities – Surplus Lines License

2. What are the renewal fees this year?

Individual renewal fee is \$50.00 plus \$34.00 Renewal Processing Fee = Total Due \$84.00

Business Entities renewal fee is \$100.00 plus \$34.00 Renewal Processing Fee = Total Due \$134.00 plus a NIPR transaction fee.

3. Is membership in the NC Surplus Lines Association (NCSLA) a requirement for a Surplus Lines license?

Yes - All NC Surplus Lines licensees (resident and nonresident) are mandated by statute to be members of the NCSLA. The corporate entity is no longer required to be registered as a member — only the licensees associated with that agency/corporate entity. Information about this registration requirement is located at:

<https://www.ncsla.com/membership/requirements>

4. What licensees are required to maintain membership in the NCSLA?

These requirements apply to “all” North Carolina surplus lines licensees regardless of whether such licensee writes any business or makes any filings in North Carolina. Failure to register and pay dues will result in cancellation of your North Carolina surplus lines license by the North Carolina Department of Insurance (“NCDOI”).

5. What are the membership requirements of the NCSLA?

- Must have a current North Carolina surplus lines license (resident or non-resident).
- Must complete the online membership [application](#).
- Pay NCSLA Membership dues of \$100.00 per licensee.
- If the NCDOI provides information that there are additional North Carolina surplus lines licensees in your office who have not registered or paid the required dues, access to SLIP will not be permitted until the licensees have complied with the requirements.
- Once the application and dues payment have been received and reviewed, the NCSLA will approve access to SLIP.

6. What is the NC Licensing Office?

Pearson VUE has been contracted by the North Carolina Department of Insurance, Agent Services Division (ASD) to perform back-office license administrative functions. The ASD staff will continue to perform the regulatory duties that are important to the protection of the life, health, safety and welfare of the North Carolina citizens. Pearson VUE charges applicants/licensees a fee for new and renewal application processing services that is in addition to current state license fees.

7. What are the NC Licensing Office hours?

Office hours are Monday – Friday from 8AM to 6PM

8. What is the phone number to contact the NC Licensing Office?

Office toll-free phone number is 866-265-6329.

9. I've lost the address where to mail supporting renewal application documents?

By USPS:
North Carolina, State of DOI
PO Box 742185
Atlanta, GA 30374-2185

By Overnight:
Bank of America Lockbox Services
Lockbox 742185
6000 Feldwood Road
College Park, GA 30349

10. Where do I fax supporting renewal application documents?

Documents can be faxed to the NC Licensing Office at: 888-959-3010

11. Where is the NC Licensing Office located?

Office location is:

3128 Suite 260 Highwoods Blvd., Raleigh, North Carolina 27604.

12. How do I apply for “initial” surplus lines individual or business entity license and what are the fees?

Complete an online resident or non-resident initial application through the National Insurance Producer Registry (NIPR) at <http://www.nipr.com/index.htm>.

Individual initial license fees are \$50.00 plus a \$44.00 Application Processing Fee = Total Due \$94.00.

Business Entity initial license fees are \$100.00 plus a \$44.00 Application Processing Fee = Total Due \$144.00.

13. Where do I find the renewal option for Business Entities on the NIPR website?

To access the online renewal for Business Entities, go to www.nipr.com, the user will select the “RENEW” button on the top middle of the web page. Then, on the next screen select either “Resident Licensing Renewals” or “Non-Resident Renewals”. Next the user will select “Renew Here” and select if renewing a Business or an Individual License. The user will then need to agree with the “User Agreement”. When the “User Agreement” is accepted, the user will be taken to the online electronic application.

14. How do we update the DRLP (Designated Responsible Licensed Producer) on the Business Entity renewal?

When the NIPR renewal application is accessed online the user will get a screen and field that will require a DRLP be entered. The user must enter a DRLP that has an active North Carolina license, whether it is a resident license or a non-resident license.

15. What are the requirements for a DRLP?

The DRLP must hold an active Resident or Non- Resident North Carolina individual producer or surplus lines license.

16. What is the resident license number in North Carolina?

Individuals – National Producer Number (NPN) is the license number

Business Entities will use their FEIN number in the FEIN and License Number field. NPN number is not required to renew online for Business Entities.

17. What is the non-resident license number?

The National Producer Database (PDB) identifies the resident state for individuals. If you check PDB, find the license number listed by the resident state.

18. Does the licensee enter leading zeros in the NPN?

No, the NPN is entered without leading zeros.

19. What is the renewal period?

A Surplus Lines License issued on or before 7/1/2020 must renew their license through NIPR or their license will expire 8/31/2020. Surplus Lines Licenses issued on and after 7/2/2020 will not need to renew their license until the 2021 renewal cycle which begins 07/1/2020. The license expiration date for these new licensees should reflect 8/31/2021 indicating that a renewal is not due until the next renewal period.

20. What do I do if I did not access the renewal prior to 8/31/2020?

The NIPR online renewal can be accessed 60 days prior to 8/31 and 60 days after the license expiration date until 10/31. The license authority expires on 8/31/2020 until renewed.

21. Are NIPR renewals mandatory?

Yes - completing an electronic renewal application is mandatory. For licensees that experience technical issues with their NIPR renewal application upon request, there is an accommodation renewal form the North Carolina Licensing Office of Pearson VUE can send to the Licensee to complete the renewal in lieu of the NIPR application.

22. Is the Accommodation Renewal Form posted on the NCDOL website?

No – the Licensee must contact the North Carolina Licensing Office of Pearson VUE and provide details as to why they are not able to access the renewal online thru NIPR. The Accommodation Renewal Form is provided after the North Carolina Licensing Office of Pearson VUE can verify that online renewal is not accessible.

23. Can one renewal check be sent to ASD with the Accommodation Renewal Form if they are requesting the renewal of multiple licenses?

Yes - one check MAY be sent in, but a separate Accommodation Renewal Form is required for each license.

24. What is the Federal Nonadmitted and Reinsurance Reform Act (NRRA)?

Effective July 21, 2011, the Nonadmitted and Reinsurance Reform Act of 2010 (NRRA) provides that only an insured's "home state" may require the payment of premium tax for nonadmitted insurance. Moreover, the NRRA subjects the placement of nonadmitted insurance solely to the statutory and regulatory requirements of the insured's home state and provides that only the insured's home state may require a surplus lines broker to be licensed to sell, solicit or negotiate nonadmitted insurance with respect to such insured.

25. Is a Non-Resident surplus lines licensee required to be licensed in North Carolina based on the NRRA?

The Department has issued Bulletin 11-B-07 to outline the NRRA regulatory changes will affect licensure requirements in North Carolina. Each Surplus Lines licensee should fully review Bulletin 11-B-07 to determine their specific North Carolina licensure requirements prior to completing their surplus lines license renewal. Bulletin 11-B-07 is posted under "Hot Topics" on the Department's website in the following location:

<http://www.ncdoi.com/LS/Documents/Bulletins/2011/11-B-07%20-%20Implementation%20Of%20The%20Federal%20Nonadmitted%20And%20Reinsurance%20Reform%20Act%20In%20NC.pdf>

26. Can a Non-Resident NC surplus lines Licensee submit surplus lines tax directly to NCDOL?

No - Effective January 1, 2017 the NC Surplus Lines Stamping Office began processing all surplus lines insurance. Both resident and nonresident surplus lines licensees can make surplus lines submissions directly to the Stamping Office. Premium taxes for these surplus lines insurance transactions to be submitted to NCDOL at the designated lockbox (North Carolina State DOI at P.O. Box 744167, Atlanta, GA 30374-4167).

Surplus lines premium taxes for policies with effective dates prior to January 1, 2017 are still processed in the following manner: Nonresident licensees must still use either the Regulatory Support Organization (NCSLA) or the original Resident North Carolina Surplus Lines Broker (who made the original filing) to submit the taxes to

NCDOI. If questions, contact either the NCSLA or the NCDOI Property and Casualty Division Surplus Lines Coordinator.

27. Who is responsible for the payment of surplus lines tax required under NCGS 58-21-85?

The surplus lines licensee is responsible for the payment of the surplus lines tax with the submission of the quarterly bill. The surplus lines licensee may be a corporate entity, partnership, or an individual.