



Illinois Department of Insurance

PAT QUINN
Governor

ANDREW BORON
Director

TO: ALL ILLINOIS INSURANCE PRODUCERS/BUSINESS ENTITIES AND INSURANCE COMPANIES

FROM: ANDREW BORON, DIRECTOR *AB*

DATE: March 15, 2012

RE: COMPANY BULLETIN 2012-02
IMPLEMENTATION OF MANDATORY ELECTRONIC APPLICATION PROCESS FOR PRODUCER/BUSINESS ENTITY LICENSES

1. PURPOSE

The purpose of this bulletin is to advise insurance producers/business entities and insurance companies of the change regarding new and renewal applications submitted to the Illinois Department of Insurance. Effective August 1, 2012, the Department will process all new and renewal producer/business entity applications electronically and will no longer mail applications. Paper applications postmarked after August 1, 2012 will not be accepted.

2. BACKGROUND AND DEPARTMENT POSITION

The Department has offered the online application service to insurance producers and business entities for several years and this method has proven to be expeditious, efficient and time saving. The electronic processing will eliminate the issues associated with last minute application submissions as licenses can be applied for online at any time.

Insurance producers renewing their licenses are required to complete their CE requirement no later than 1 month prior to the license expiration date to allow time for the provider to submit proof of completion to the Director as per 50 Ill. Adm. Code 3119.45 (b)(1). Late submission will result in the payment of the penalty fee.

Questions regarding this bulletin should be directed to Kelly Kruger at kelly.kruger@illinois.gov