



NEBRASKA APPOINTMENT RENEWAL ANNOUNCEMENT

Nebraska Appointment Renewals for 2013

Key Information:

New in 2013, Nebraska will process all appointment renewals electronically through the National Insurance Producer Registry (NIPR).

- Appointment renewal date begins May 1, 2013 and ends November 29, 2013.
- Appointment renewals will be electronically processed through NIPR.
- Only appointments for producers with active licenses will be renewed. If the producer has an inactive license on PDB, they will not be included in the invoice.
- Appointment Renewal Invoices and the list of appointment renewals due will be available on the NIPR website beginning 8:00 AM CST May 1, 2013 through 4:00 PM CST November 29, 2013.
- NIPR website link is: www.nipr.com. From there, please click on Company Appointment Renewals.
- Appointments are renewed for one year for individuals and business entities. All appointments must be renewed annually by November 29, 2013 or the appointment will become Inactive.
- Appointment terminations can only be processed for appointments that are shown as active on the PDB at the time the termination transaction is sent to NIPR.
- All producers with active appointment(s) on PDB, as of April 8, 2013, will be included on the appointment renewal invoices for companies that have active licenses in Nebraska.
- Any appointment submitted on or after April 15, 2013 will not be included on this year's invoice and will automatically receive the appointment status date of May 1, 2013.
- The "black-out" period for Nebraska appointments will be April 15, 2013 through April 30, 2013. During this time, no appointments will be allowed to be submitted. Terminations may continue to be submitted during this time. During the blackout period, NIPR will receive and hold for processing any new appointments. The effective date will not be honored. Instead, May 1, 2013 will be the new effective date.
- Terminations can be made through the NIPR Company Appointment Reconciliation Report (CARR) or Authorized Business Partners. If you do not have a subscription to the NIPR Company Appointment Reconciliation Report (CARR) and do not utilize the services of an Authorized Business Partner, you may contact NIPR at 816-783-8467 or marketing@nipr.com for a subscription or a list of Authorized Business Partners.
- Appointment Renewal and NIPR processing fees are non-refundable.
- Please contact Nebraska Department of Insurance if you have a dispute regarding a specific appointment and documentation to verify you previously terminated the appointment. Disputes must be resolved prior to April 30, 2013. Invoices as posted must be paid.
- By using NIPR's Electronic Appointment Renewals, you can be assured that the NIPR invoice will be updated as paid, and the transactions to renew will be forwarded to the state within 24 business hours.



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- NIPR will display the invoices as paid, once payment is received.

Company Appointment Renewable License Classes
Producer (PDB/PIN code 3)

IMPORTANT PAYMENT INFORMATION

- Payments for Nebraska Appointment Renewals **Must** be received by NIPR through the Electronic Options made available.

NOTE: NO PAPER CHECKS:

- Companies that submit a payment to NIPR via paper check will not have their renewal invoice processed and will have the payment returned to them.
- Since receipt of a paper check is through a lock box account, NIPR may take several days to post the paper check and issue a return check to your company.
 - NIPR is not responsible if late fees or non-renewal terminations are incurred during this period

NIPR Processing Fees

Transaction Fees		
1% of total state fees charged		Minimum \$5.00 / Maximum \$1,000.00
Example:		
# of appts: 100	State Fee per Appt Renewal: \$20.00	Total State Appt Renewal fee: \$2,000.00
NIPR Transaction fee would be 1% of the State Appointment Renewal Fee of \$2,000 = \$20.00		

NIPR renewal processing fee are based on the number of appointment renewals on the invoice

Nebraska Appointment Renewal Fee – Based on Domicile State Nebraska lists for Company:	
Alabama	\$10
Alaska	\$8
Arizona	\$8
Arkansas	\$60
California	\$8
Colorado	\$8



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Connecticut	\$10
Delaware	\$8
DC	\$25
Florida	\$30
Georgia	\$17
Hawaii	\$8
Idaho	\$8
Nebraska	\$8
Indiana	\$8
Iowa	\$8
Kansas	\$8
Kentucky	\$25
Louisiana	\$20
Maine	\$35
Maryland	\$8
Massachusetts	\$75
Michigan	\$8
Minnesota	\$8
Mississippi	\$25
Missouri	\$8
Montana	\$8
Nebraska	\$8
Nevada	\$15
New Hampshire	\$8
New Jersey	\$25
New Mexico	\$20
New York	\$8
North Carolina	\$10
North Dakota	\$10
Ohio	\$20
Oklahoma	\$22
Oregon	\$8
Pennsylvania	\$15
Rhode Island	\$8
South Carolina	\$20
South Dakota	\$20
Tennessee	\$8
Texas	\$8
Utah	\$8
Vermont	\$30
Virginia	\$12
Washington	\$10



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West Virginia	\$25
Wisconsin	\$50
Wyoming	\$15
Virgin Islands	\$8
Guam	\$8
Puerto Rico	\$8

Payment Method and other Fees		
Credit Cards	No processing fee	If you are paying by credit card (Visa, MasterCard, or American Express) the process will be entirely electronic. An appropriate receipt will be displayed for you to print for your records.
Electronic Check	No processing fee	<ul style="list-style-type: none"> A few banks or credit unions may not participate in electronic check services. Please check with your bank if you are not sure it can process electronic checks. If your account needs a pre-authorization to use this electronic check service you will need to provide your financial institution with this information: NIPR ACH-ID 9431763793.

NIPR processing fees are not refundable

Process beginning May 1, 2013 when the electronic invoices are on the website:

- On the Internet, go to www.nipr.com
- Follow the links to company appointment renewals and sign-in using your company identifiers: company Cocodes, FEIN, and/or company name
- After entering the necessary identifying information, you can:
 - Print/Pay the Invoice
 - View the detail report of appointment renewals
 - Print the Report
 - Download the Report as text (delimited)
 - Download the Report as XML.
- Help screens and NIPR Customer Support are available to guide you through the process.

If you have any questions regarding this new appointment renewal process, contact:

- NIPR Customer Service at 855-674-6477 or customerservice@nipr.com



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- Nebraska Department of Insurance email doi.licensing@nebraska.gov or call 402-471-4913 prior to April 30, 2013 for disputes regarding appointed persons and entities.