

FAQs NC Surplus Lines 9/1 Renewals

1. What renewals are due by 8/31 every year?

Resident and non-resident renewals for the following licenses:

Individual – Surplus Lines License

Business Entities – Surplus Lines License

2. What are the renewal fees this year?

The individual renewal fee is \$50.00 plus \$34.00 Renewal Processing Fee = Total Due \$84.00 plus a NIPR transaction fee

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

3. What lines of authority (LOAs) are required for an individual producer to obtain a new or renew a Surplus Lines License?

The individual producer (resident or non-resident) must hold both Property and Casualty Lines of Authority (LOA) for a new or renewal Surplus Lines License.

4. How is membership maintained in the North Carolina Surplus Lines Association (NCSLA)?

Any individual Surplus Lines licensee (resident or non-resident) will automatically become a member of NCSLA when they receive and initial or renew their NC Surplus Lines license. The corporate entity is not required to be registered as a member — only the individual licensees associated with that agency/corporate entity.

5. What are the NC Licensing Office hours?

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

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

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

7. How do I submit required renewal application supporting documents?

Required renewal documents should be submitted using the NAIC Attachment Warehouse: <https://nopr.com/licensing-center/attachments>.

8. Where is the NC Licensing Office located?

Office location is:

5425 Page Rd., Ste. 100, 4th Floor, Durham NC 27703

9. How do I apply for an “initial” individual or business entity Surplus Lines 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.nopr.com/index.htm>.

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

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

10. Where do I find the renewal option for Individual or Business Entity Surplus Lines licenses on the NIPR website?

To access the online renewal for Individual and Business Entities, go to www.nipr.com , select the “RENEW” button in the Licensing Center portion of the page and follow the prompts.

11. What are the requirements for a Designated Responsible Licensed Producer (DRLP)?

The DRLP must hold an active Resident or Non- Resident North Carolina Individual Producer’s license with both Property and Casualty LOA’s and a Surplus Lines license.

12. How do we update the DRLP on the Business Entity renewal?

When the NIPR renewal application is accessed online the user will get a screen and field that will requires a DRLP be entered. The user must enter a DRLP who holds an active North Carolina Insurance Producer’s License with LOAs for Property and Casualty and an active Surplus Lines License, whether it is a resident license or a non-resident license.

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

Individuals – The National Producer Number (NPN) is the license number.
Business Entities -The NPN number is not required to renew online for Business Entities. Each Business Entity is assigned a license number. If you do not know your Business Entity’s license number, you can access the application with the Business Entity’s tax ID number.

14. 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.

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

No, the NPN is entered without leading zeros.

16. What is the renewal period?

A Surplus Lines License issued on or before 7/1 of the current year must renew their license through NIPR or their license will expire 8/31 of that year. Surplus Lines Licenses issued on and after 7/2 of the current year will not need to renew their license until following annual renewal cycle which begins 07/1 each year.

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

The NIPR online renewal can be accessed 60 days prior to 8/31 and 60 days after the license expiration date until 10/30. The license authority expires on 8/31 each year until renewed.

18. Are NIPR renewals mandatory?

Yes - completing an electronic renewal application using NIPR is mandatory. For licensees that experience technical issues with their NIPR renewal application, an accommodation renewal form can be requested from the North Carolina Licensing Office of Pearson VUE to complete the renewal in lieu of the NIPR application.

19. 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 including why they are unable 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.

20. Can one renewal check be sent 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.

21. 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.

22. 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:

<https://www.ncdoi.gov/documents/files/bulletin-11-b-07-implementation-federal-nonadmitted-and-reinsurance-reform-act-nc/open>

23. 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.

24. 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.