



LOUISIANA DEPARTMENT OF INSURANCE

JAMES J. DONELON
COMMISSIONER

BULLETIN 2018-02

TO: ALL RISK BEARING ENTITIES AND INSURERS
FROM: JAMES J. DONELON, COMMISSIONER OF INSURANCE
RE: LICENSING CONTACTS UPDATE
DATE: JANUARY 19, 2018

The purpose of Bulletin 2018-02 is to inform all risk bearing entities of the requirements of Act 10 of the 2017 Regular Session of the Louisiana Legislature. Beginning January 1, 2018, all risk bearing entities must provide accurate contact information to the Commissioner and shall annually certify via electronic means the accuracy of the name, mailing address, phone number, and electronic mail address of individuals appointed as their respective contact representative. Additionally, Act 10 of the 2017 Regular Session requires risk bearing entities to inform the Commissioner within thirty days of any change in the information required by Act 10 of the 2017 Regular Session of the Louisiana Legislature. You may find a list of "risk bearing entities" in La. R.S. 22:48.

The Louisiana Department of Insurance (LDI) will use the existing Licensee Contacts Module of its Industry Access System for the updates and the annual certification. A risk bearing entity may use the Licensee Contacts Module or the Uniform Certificate of Authority Corporate Amendment Form 14 to notify the LDI of changes to the contact information but the annual certification will only be available through the Licensee Contacts Module of the Industry Access System.

All risk bearing entities are required to provide the following contacts to comply with Bulletin 2018-02:

- Consumer Complaint Contact
- Regulatory Compliance Contact
- Annual Statement Contact
- Premium Tax Contact

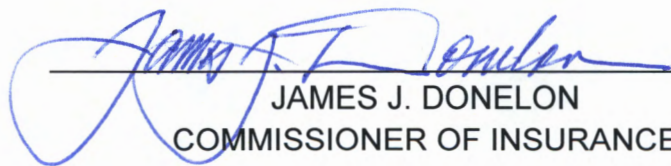
Furthermore, life insurers are also required to maintain a Life Policy Verification Contact pursuant to La. R.S. 22:2261. Additionally, insurers that write automobile liability insurance coverage in Louisiana are also required to maintain a contact to verify the existence of automobile liability coverage (Also known as No Pay – No Play Contact). Please refer to the Louisiana Department of Insurance Bulletin No. 08-05.

A risk bearing entity or insurer may choose to have a single “Primary Contact” to satisfy all of the requirements contained herein rather than naming separate individuals for each position. A risk bearing entity or an insurer may also have multiples of any contact type.

Any user of the Industry Access System may request access to the Licensee Contact Module for a risk bearing entity or insurer and a user with access to the module for multiple risk bearing entities or insurers may copy the information to another with relative ease and without duplicative entries. The Industry Access Account Administrator for a risk bearing entity or insurer can determine which users, if any, currently have access to the module.

For questions or clarification with regard to Bulletin 2018-02, please contact the Louisiana Department of Insurance, Office of Licensing, by telephone at (225) 342-5900.

Baton Rouge, Louisiana, this 19th day of January 2018.



JAMES J. DONELON
COMMISSIONER OF INSURANCE