

State of Alaska  
Department of Commerce, Community, and Economic Development  
Division of Insurance  
333 Willoughby Avenue, 9th Floor, State Office Building  
P.O. Box 110805, Juneau, Alaska 99811-0805  
(907) 465-2515  
Website: <http://www.commerce.state.ak.us/insurance/license.htm>

## NAIC Individual Application Instructions and Fees

All individuals transacting insurance business in this state, or relative to a subject resident, located, or to be performed in this state, must be licensed unless exempt.

**We will not accept any obsolete forms for processing due to the nature and the number of changes reflected in these forms. Please discard any licensing forms you have (revised prior to 12/2005) in order that you do not experience delays due to filing obsolete forms. Applicants are required to file the NAIC Individual application available on our website at <http://www.commerce.state.ak.us/insurance/license.htm> and at <http://www.licenseregistry.com>. If license authority application is for independent adjuster, viatical settlement broker, viatical settlement representative, or any other class of license, please file the applicable state specific application indicated on the division's website at <http://www.commerce.state.ak.us/insurance/license.htm>.**

Application fees are NONREFUNDABLE (3 AAC 31.010).

Applications not completed within four months from the dated filed will be considered withdrawn and a new application and application fees will be required pursuant to AS 21.27.020(g).

**IN ADDITION TO THE REQUIREMENTS SET FORTH IN THE INSURANCE CODE, THE ISSUANCE OF THE REQUESTED LICENSE IS SUBJECT TO THE REQUIREMENTS OF AS 25.27.244 AND AS 14.43.148.**

**IF YOU WISH TO WITHDRAW YOUR APPLICATION AT ANY TIME DURING THE APPLICATION PROCESS, PLEASE CONTACT THIS DIVISION.**

### FORM FILING REQUIREMENTS

#### RESIDENT

- NAIC Individual Application Form
- Application Fee plus the Fingerprint Card Evaluation Fee of \$54.25
- One Fingerprint Card
- Examination Results (valid one year from administration date)

#### NONRESIDENT

- NAIC Individual Application Form
- Application Fee

Nonresident insurance producer applicants are encouraged to apply electronically through the NIPR at <http://www.licenseregistry.com/html/nriWelcome.html>

If you are applying for a resident license within 90 days of cancellation of your license in your prior home state, testing is waived.

#### COMPLIANCE OFFICERS

Designated compliance officer must be qualified for all lines and classes of the licensed firm.

Surplus Lines Broker applicants must be licensed as either an insurance producer or managing general agent for property and casualty authority.

**Once licensed by the State of Alaska, you are required to notify the division within 30 days of any of the following changes:**

- Change in compliance officer
- Change in place of business
- Change in name as reflected on license
- Change in employment
- Change in residence
- Change in telephone number (residence, business, or fax)
- Change in mailing address (residence or business)
- Disciplinary action by another state or jurisdiction or criminal prosecution

Answers to Frequently Asked Questions (FAQs) are available at <http://www.commerce.state.ak.us/insurance>.

**COMPLIANCE OFFICERS**

**IF YOU ARE DESIGNATED AS THE COMPLIANCE OFFICER OF THE FIRM, YOUR FEE IS INCLUDED IN THE FIRM APPLICATION FEE.**

	<b>INDIVIDUAL LICENSE FEES</b>			
	<b>RESIDENT</b>		<b>NONRESIDENT</b>	
	<b>1/2 FEE</b> less than 1 year but more than 3 months from the date of your birthday, odd/even year	<b>FULL FEE</b> over 1 year or less than 3 months from the date of your birthday, odd/even year	<b>1/2 FEE</b> less than 1 year but more than 3 months from the date of your birthday, odd/even year	<b>FULL FEE</b> over 1 year or less than 3 months from the date of your birthday, odd/even year
<b>Insurance Producer</b>				
All Lines	\$100.00	\$200.00	\$200.00	\$400.00
Property/Casualty Lines	\$ 50.00	\$100.00	\$100.00	\$200.00
Life Lines	\$ 50.00	\$100.00	\$100.00	\$200.00
<b>Surety</b>	\$ 50.00	\$100.00	\$100.00	\$200.00
<b>Independent Adjuster</b>	See Application 08-240			
<b>Surplus Lines Broker</b>	\$150.00	\$300.00	\$450.00	\$900.00
<b>Viatical Settlement Broker</b>	See Application 08-240			
<b>Viatical Settlement Representative</b>	See Application 08-240			
<b>Compliance Officer (any authority)</b>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
	<b>ALL INDIVIDUAL IN A FIRM LICENSE FEES</b>			
<b>All Applicants</b>	\$ 17.50	\$ 35.00	\$ 25.00	\$ 50.00
	<b>LIMITED LINES LICENSE FEES (For individuals not affiliated with a business entity)</b>			
Bail Bond	\$ 25.00	\$ 50.00	\$ 50.00	\$100.00
Credit	\$ 50.00	\$100.00	\$100.00	\$200.00
Title	See Application 08-240		Not available to nonresidents	
Travel	\$ 25.00	\$ 50.00	\$ 50.00	\$100.00
Motor Vehicle Representative	\$ 25.00	\$ 50.00	\$ 50.00	\$100.00
Crop	\$ 25.00	\$ 50.00	\$ 50.00	\$100.00
	<b>INDEPENDENT ADJUSTER TRAINEE LICENSE FEE</b>			
	<b>RESIDENT</b>			
<b>Independent Adjuster Trainee</b>	See Application 08-240			

**EXAMPLE**

	<b>APPLICANT ONE</b>	<b>APPLICANT TWO</b>	<b>APPLICANT THREE</b>
<b>BIRTHDATE</b>	10-16- <b>35</b> (odd year)	7-4- <b>56</b> (even year)	6-1- <b>57</b> (odd year)
<b>APPLICATION DATE</b>	4-1-05	4-1-05	4-1-05
<b>WHAT DO YOU PAY?</b>	1/2 Fee	Full Fee	Full Fee
<b>WHY?</b>	Less than 1 year but more than 3 months from birthday	More than 1 year from birthday	Within three months of birthday