

## **IMPORTANT PRODUCER NOTICE ON-LINE DECLARATIONS FEATURE**

### **ON-LINE DECLARATIONS UPDATE – JULY 1, 2011**

#### **PHASE I - ON-LINE DECLARATIONS**

Our On-Line Declaration feature has been back on line since April 20, 2011.

This feature allows the capability of viewing policy declarations and policy bills on-line. With one click you can view all declarations and bills for your agency that are associated with the requested policy number. You can print, save or email the declarations or bills.

The only requirement to use this feature is you must have a producer code and a producer authorization code for our Dynamic Web.

Keep in mind that the earliest documents that are available through the On-Line Declaration feature is January 14, 2011. Producers must refer to their paper copy of documents prior to January 14, 2011.

**Phase I is now complete with no open reported issues.**

#### **PHASE II – EXPIRATION REPORTS FOR NCIUA AND NCJUA PRODUCERS**

We have been beta testing the generation of Expiration Reports since August, 2010. Currently there are no outstanding issues with these reports.

**Phase II is now complete with no open issues.**

#### **PHASE III – ELIMINATE PRODUCER COPIES OF NCIUA CONTINUATION DECLARATIONS AND INVOICE**

Since there are no open issues, as outlined in our June 10, 2011 Important Producer Notice, beginning **July 1, 2011**, the **Producer copies** of all **NCIUA** continuation declarations and invoice copies generated for the Producer will be eliminated. **These copies will no longer be mailed to NCIUA Producers.**

There will be no changes to the mailing process of the Policyholder and Mortgagee copies. These declarations and invoices will continue to follow the same process as today.