



**NORTH CAROLINA  
INSURANCE UNDERWRITING ASSOCIATION**  
**BEACH PLAN**  
**NORTH CAROLINA  
JOINT UNDERWRITING ASSOCIATION**  
**FAIR PLAN**

May 3, 2004

**IMPORTANT NOTICE-DYNAMIC WEB USAGE**

Dear Producer:

The NCJUA/NCIUA introduced the Dynamic Web in the Spring of 2003, and the product has been very successful. The Associations' Board of Directors and the Department of Insurance have approved a requirement that all Certified Producers that have Internet access must conduct business with the Associations via the Dynamic Web by **January 1, 2005**.

The Producer may obtain quotations on most types of new business written by the Associations through the Dynamic Web. Exceptions to this would be: Specifically Rated Commercial, Farm, and Commercial Crime all do to limited volume written by the Associations. These items should be submitted with the standard paper application process. If a policy is accepted, the application is transmitted electronically for underwriting and the policy premium is obtained through an ACH transfer from the Producer's bank account. The Producer prints and maintains the signed application in their office. Required supplemental photos or other documents may also be attached electronically to the application.

In addition to the new business capability, the Producer is able to view policy information through the Policy Inquiry function. This is a general recap of the policy, which provides basic information and a billing summary. The Producer may also review claim activity in the Policy Inquiry section. The Dynamic Web also allows the Producer to submit Change, Cancellation, and Loss Notices, which will also be mandatory by **January 1, 2005**. These are transmitted to the Associations' workflow immediately and provide savings in mail time and postage for the Producer. Exception to the Change submission would be: An addition of location(s) to a current policy, the item should follow our standard paper application process.

Our goal is to have all Producers with Internet access authorized to conduct business with the NCJUA/NCIUA through the Dynamic Web prior to the January 1, 2005 deadline. You may review our instruction manual on-line at [www.ncjua-nciua.org](http://www.ncjua-nciua.org) under the Underwriting tab. After you have reviewed the manual, please email us at [dynamic.web@ncjua.com](mailto:dynamic.web@ncjua.com) to obtain your ACH authorization form. We will provide your authorization code within 30 days of the return of your ACH authorization form.

If you would have any questions, please contact your Underwriter.

Sincerely,

Underwriting Department