

**STATE OF MINNESOTA  
DEPARTMENT OF COMMERCE**

Bulletin 2010-1

**TO:** All Insurance Companies and Insurance Producers Transacting Business in Minnesota

**FROM:** Glenn Wilson, Commissioner

**SUBJECT:** Guidance Regarding Use of the NAIC/NIPR Attachments Warehouse for the Electronic Filing of Insurance Producer Licensing Documents

**Purpose**

The purpose of this bulletin is to advise all insurance companies and insurance producers transacting business in Minnesota that the Minnesota Department of Commerce will immediately begin to accept documents and notices submitted by or on behalf of insurance producers through the NAIC/NIPR Attachments Warehouse, which will allow for the electronic filing of insurance producer licensing related documents.

**Attachments Warehouse**

The Attachments Warehouse is a secure regulatory database that electronically receives, stores, and shares with the States licensing documents that are submitted with respect to applications for or renewals of insurance producer licenses through the National Insurance Producer Registry (NIPR), a non-profit affiliate of the National Association of Insurance Commissioners (NAIC). If additional information in the form of documentation is required by the Minnesota Department of Commerce with respect to an individual producer licensing transaction, this documentation may be submitted via the Attachments Warehouse.

**Notification and Reporting of Actions**

The Attachments Warehouse may be used to allow insurance producers to satisfy their regulatory requirements for the notification and reporting of administrative and criminal actions to the insurance commissioner pursuant to Minnesota Statutes, Chapter 60K.54. Insurance producers may send the required notification and documents to the Attachments Warehouse electronically in lieu of faxing or mailing them to the Minnesota Department of Commerce. Minnesota is now accepting the electronic notification and reporting of actions submitted electronically to the Attachments Warehouse and will recognize that the reporting of the action to the Warehouse, the subsequent e-mail alert to the Minnesota Department of Commerce, and the state's ability to retrieve, review, and download that attachment shall satisfy the statutory requirements of the producer to notify and report the action to the Minnesota Department of Commerce.

**Effective Date**

This bulletin shall take immediate effect.

**Questions**

For further information regarding the use of the Attachment Warehouse, please contact the Minnesota Department of Commerce Licensing Division at 651-296-6319, or visit the NIPR website at [www.nipr.com](http://www.nipr.com).

Date: 1-12-10



Glenn Wilson  
Commissioner of Commerce