



STATE OF ALASKA
DEPARTMENT OF
COMMERCE
COMMUNITY AND
ECONOMIC DEVELOPMENT

Division of Insurance

Sean Parnell, Governor
Susan K. Bell, Commissioner
Linda S. Hall, Director

BULLETIN B 10-07

**TO: ALL LICENSEES, ADMITTED INSURERS, AND SURPLUS LINES INSURERS
IN THE STATE OF ALASKA AND OTHER INTERESTED PARTIES**

RE: REQUEST FOR ELECTRONIC MAIL ADDRESSES

The Division of Insurance is launching an effort to send notifications, bulletins, and other notices, including license renewal notices, electronically. If the division does not have a valid electronic mail (e-mail) address on file for you, notifications could be delayed or not received. It is very important that you provide your e-mail address and any changes as they occur to it to the division.

An insurer should provide an e-mail address that is specifically for the purpose of receiving notices and not one specific to an employee to avoid the division sending notices to an incorrect e-mail address because of a staffing change. The non-personal e-mail address will also reduce administrative costs associated with maintaining current e-mail addresses for you and for the division.

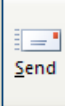
The e-mail address should be sent via e-mail to INS-update@alaska.gov no later than **Tuesday, November 30, 2010**. Please use the appropriate format illustrated below.

INSURERS:

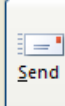
A screenshot of an email client interface. The "To:" field contains "INS-Update@alaska.gov". The "Subject:" field contains "XYZ Insurance Company NAIC #12345". The body of the email contains the text: "XYZ Insurance Company", "NAIC # 12345", and "E-Mail: xxxxx@xxxx.xxx". There is a "Send" button on the left side of the interface.

LICENSEES:

For an individual licensee:

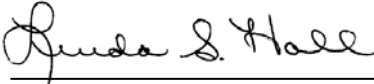
	To...	INS-Update@alaska.gov
	Cc...	
	Subject:	Joe Smith Lic #12345 [or NPN 56789]
Joe Smith AK License # 12345 [or NPN 56789] E-Mail: xxxxx@xxxx.xxx		

For a firm (business entity) licensee:

	To...	INS-Update@alaska.gov
	Cc...	
	Subject:	Smith Agency Lic #12345 [or NPN 56789]
Smith Agency AK License # 12345 [or NPN 56789] E-Mail: xxxxx@xxxx.xxx		

Questions or concerns should be directed to Jacqelli Ziegenfuss at (907) 465-2515 or jacqelli.ziegenfuss@alaska.gov.

Dated this 28th day of October, 2010 at Anchorage, Alaska.



Linda S. Hall
Director