



COMMONWEALTH OF PUERTO RICO
OFFICE OF THE COMMISSIONER OF INSURANCE

Fermín M. Contreras-Gómez
Commissioner of Insurance

April 4, 2002

Circular Letter Number: LE-04-1635-2002

TO ALL INSURANCE ADJUSTERS

RE: LICENSE RENEWAL FOR THE 2002-2003 FISCAL YEAR

Dear Sirs and Madams:

Section 7.010(1) of the Puerto Rico Insurance Code provides that, in order to remain or continue being authorized to process or transact any class of insurance in Puerto Rico, the affected individuals or entities shall pay the Office of the Commissioner of Insurance ("OCI") no later than June 30th of each year the corresponding fees for the kind of license or authorization held by such.

In view of the above and pursuant to Section 7.010(1)(p) of the Code, the annual payment that each adjuster must pay will be \$200.00. To these effects, and for the purpose of renewing such licenses effective July 1, 2002, the enclosed form must be completed and delivered to the OCI **on or before May 10, 2002**, accompanied by a certified check or money order for the aforementioned amount made payable to the Secretary of the Treasury, and a pre-addressed letter size manila envelope. Each licensee must deliver the following documents, along with the corresponding payment,:

- **Income Tax Negative Debt Certification**
- **ASUME¹ Negative Debt Certification**

Furthermore, the license of any holder that has been levied with administrative fines by the OCI and which have not been paid such within the stipulated period of time will not be renewed by means of a final and binding Resolution or Order. The Licensing and Examination Division shall notify in an appropriate and timely

¹ Child Support Administration

manner the fines that have not been paid.

It should be noted that any application that is received after June 30, 2002 will not be considered for renewal by the OCI, and therefore, the applicant will have to file a new license application, pursuant to the aforementioned Code.

Strict compliance with the aforesaid provisions of this Circular Letter is hereby required.

Very truly yours,

SIGNED

Fermín M. Contreras-Gómez
Commissioner of Insurance

Enclosure