

**2012 WV Business Entity Late Renewal**  
**WEST VIRGINIA OFFICES of the INSURANCE COMMISSIONER**  
*For License Year 7/1/2012 thru 6/30/2013*  
(Please Print or Type)

**Check appropriate box for license requested.**

Resident License

Non-Resident License    \*Identify Home State: \_\_\_\_\_    \*Identify Home State License #: \_\_\_\_\_

**Demographic Information**

① Business Entity Name		② FEIN	
③ Home State & Home State License Number		④ If assigned, National Producer Number (NP#)	
⑤ Is the business entity affiliated with a financial institution/bank?    Yes <input type="checkbox"/> No <input type="checkbox"/>			
⑥ Business Address		⑦ City	⑧ State
⑨ Zip or Foreign Country			
⑩ Phone Number (include extension) (   ) -    -	⑪ Fax Number (   ) -    -	⑫ Business Web Site Address	⑬ Business E-Mail Address
⑭ Mailing Address	⑮ P.O. Box	⑯ City	⑰ State
		⑱ Zip or Foreign Country	

**Designated/Responsible Licensed Producer**

⑲ Identify at least one Designated/Responsible Licensed Producer responsible for the business entity's compliance with the insurance laws, rules and regulations of this state.

Name _____	SSN _____	-    -	NPN _____
Name _____	SSN _____	-    -	NPN _____
Name _____	SSN _____	-    -	NPN _____
Name _____	SSN _____	-    -	NPN _____

**Background Information**

⑳ 1. Has the business entity or any owner, partner, officer or director of the business entity, or member or manager of a limited liability company, been convicted of, or is currently charged with, committing a crime or had a judgment withheld or deferred which has not been previously reported to this insurance department? Yes \_\_\_ No \_\_\_

**Note: "Crime" includes a misdemeanor, a felony or a military offense.**

You may exclude misdemeanor traffic citations and misdemeanor convictions or pending misdemeanor charges involving driving under the influence (DUI) or driving while intoxicated (DWI), driving without a license, reckless driving, or driving with a suspended or revoked license and juvenile offenses.

**"Convicted"** includes, but is not limited to, having been found guilty by verdict of a judge or jury, having entered a plea of guilty or nolo contendere or no contest, or having been given probation, a suspended sentence or a fine.

If you answer yes, you must attach to this application:

- a) a written statement identifying all parties involved (including their percentage of ownership, if any) and explaining the circumstances of each incident,
- b) a copy of the charging document,
- c) a copy of the official document, which demonstrates the resolution of the charges or any final judgment.

2. Has the business entity or any owner, partner, officer or director, or manager or member of a limited liability company, been named or involved as a party in an administrative proceeding, including a FINRA sanction or arbitration proceeding regarding any professional or occupational license, or registration, which has not been previously reported to this insurance department? Yes \_\_\_ No \_\_\_

# 2012 WV Business Entity Late Renewal

## Background Information continued

“Involved” means having a license censured, suspended, revoked, canceled, terminated; or, being assessed a fine, placed on probation, sanctioned or surrendering a license to resolve an administrative action. “Involved” also means being named as a party to an administrative or arbitration proceeding which is related to a professional or occupational license. “Involved” also means having a license application denied or the act of withdrawing an application to avoid a denial. You may exclude terminations due solely to noncompliance with continuing education requirements or failure to pay a renewal fee.

If you answer yes, you must attach to this application:

- a written statement identifying the type of license; identifying all parties involved (including their percentage of ownership, if any and explaining the circumstances of each incident,
- a copy of the Notice of Hearing or other document that states the charges and allegations, and
- a copy of the official document which demonstrates the resolution of the charges or any final judgment.

3. In response to a “yes” answer to one or more of the Background Questions for this renewal application, are you submitting document(s) to the NAIC/NIPR Attachments Warehouse?

N/A \_\_\_  
Yes \_\_\_ No \_\_\_

If you answer yes

Will you be associating (linking) previously filed documents from the NAIC/NIPR Attachments Warehouse to this application?

Yes \_\_\_ No \_\_\_

## Applicant’s Certification and Attestation

21 On behalf of the business entity or limited liability company, the undersigned owner, partner, officer or director of the business entity, or member or manager of a limited liability company, hereby certifies, under penalty of perjury, that:

- All of the information submitted in this application and attachments is true and complete and I am aware that submitting false information or omitting pertinent or material information in connection with this application is grounds for license or registration revocation and may subject me and the business entity or limited liability company to civil or criminal penalties.
- Unless provided otherwise by law or regulation of the jurisdiction, the business entity or limited liability company hereby designates the Commissioner, Director or Superintendent of Insurance, or an appropriate representative in each jurisdiction for which this application is made to be its agent for service of process regarding all insurance matters in the respective jurisdiction and agree that service upon the Commissioner or Director of that jurisdiction is of the same legal force and validity as personal service upon the business entity.
- The business entity or limited liability company grants permission to the Commissioner or Director of Insurance in each jurisdiction for which this application is made to verify any information supplied with any federal, state or local government agency, current or former employer or insurance company.
- Every owner, partner, officer or director of the business entity, or member or manager of a limited liability company, either a) does not have a current child-support obligation, or b) has a child-support obligation and is currently in compliance with that obligation.
- I authorize the jurisdictions to which this application is made to give any information they may have concerning me to any federal, state or municipal agency, or any other organization and I release the jurisdictions and any person acting on their behalf from any and all liability of whatever nature by reason of furnishing such information.
- I acknowledge that I understand and comply with the insurance laws and regulations of the jurisdictions to which I am applying for licensure/registration.
- For Non-Resident License Applications, I certify that I am licensed and in good standing in my home state/resident state for the lines of authority requested from the non-resident state.
- I hereby certify that upon request, I will furnish the jurisdiction(s) to which I am applying, certified copies of any documents attached to this application or requested by the jurisdiction(s).

## AMOUNT: \$225.00 (payable to WV Offices of the Insurance Commissioner)

Attached is the \$225.00 fee for the renewal (\$200 for 2012 Renewal/\$25 for late renewal) of the above captioned West Virginia Business Entity producer license. This form must be signed by an officer, director, or partner of the business entity, or member or manager if a limited liability company.

Signature: \_\_\_\_\_ Telephone: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

**RENEWAL LICENSE PRINT** – After a renewal fee has been received and posted the renewed license may be printed at [www.wvinsurance.gov](http://www.wvinsurance.gov), SBS Links, SBS Connect/License Print. If the Expiration date indicates 6/30/2013, the renewal payment was received.

Mail Late Renewal form, fee and attachments, if any, to:

**WVOIC-Agents Licensing & Education**  
**PO Box 50541**  
**Charleston WV 25305-0541**

**Overnight Address:**  
**1124 Smith St.**  
**Charleston WV 25301**

\*After 6/30/2013, the 2012 BE Late Renewal form will not be accepted. Licenses with a 6-30-2012 non-renewal date will be considered cancelled if application and payment have not been received by 6-30-2013.