



September 2008

WEST VIRGINIA INFORMATIONAL LETTER

NO. 163

**To: All Insurance Companies Licensed to do Business in the State of West Virginia**

**RE: Mandatory Use of SERFF and EFT for Submitting Rate and Form Filings**

Effective January 1, 2009, the West Virginia Offices of the Insurance Commissioner (OIC) will no longer accept paper filings. All insurance rate, rule and form filings must be submitted via the System for Electronic Rate and Form Filing (SERFF). All fees due in connection with such filings must be paid with Electronic Funds Transfer (EFT). Any paper filings received after January 1, 2009 will be returned to the filer without review.

Insurers, rating organizations and authorized filers can subscribe to SERFF by contacting SERFF at (816) 783-8787 or via email at [serffmktg@naic.org](mailto:serffmktg@naic.org). Additional information regarding SERFF and EFT may be obtained by visiting [www.serff.org](http://www.serff.org).

Insurers and other filers are encouraged to take formal training so they can fully utilize the SERFF system. Contact information regarding training can be found at the SERFF website at <http://www.serff.org/training.htm>. A variety of formats are available, including online training.

Although the deadline is January 1, 2009, insurers are strongly encouraged to immediately begin making arrangements to use SERFF and EFT exclusively. We also encourage insurers that use authorized filers to immediately notify those entities so that they can make arrangements to be SERFF and EFT compliant prior to the deadline.

Questions regarding this bulletin should be referred to Tonya Childress Gillespie at [Tonya.Gillespie@wvinsurance.gov](mailto:Tonya.Gillespie@wvinsurance.gov) or 304-558-6279, ext. 1265.

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