



STARTING APRIL 30, 2018

NEW OPTIONS FOR PROVIDING YOUR APPLICATION TO US

To provide faster service to everyone, “on-the-spot review” is being replaced with “application drop-off”

CHOICE	APPLYING FOR A LICENSE	RENEWING A LICENSE
<p>CHOICE A:</p> <p>FAST & EASY</p> <p>(usually processed the same or next day)</p>	<p>After passing the exam (if required), apply and pay online through NIPR.com*</p>  <p>Mail or drop off your fingerprint card with Form L-FPV, and Form L-152</p> <p><i>*You must use Choice B, below, for temporary license, risk management consultant license or license fee waiver</i></p>	<p>Determine your insurance continuing education requirement at https://www.surveymonkey.com/r/adoi_ce</p> <p>Complete Arizona-approved continuing education (if required)</p> <p>Renew online through NIPR.com</p> 
<p>CHOICE B:</p> <p>SLOWER BUT A LITTLE CHEAPER</p> <p>(processed after NIPR applications; requires us to enter data and to follow up if anything is missing)</p>	<p>Pass the exam (if required).</p> <p>Download the license application forms and complete them using Adobe Acrobat Reader</p> <p>Print out and sign your license application forms</p> <p>Mail or drop off an envelope containing your license application forms, and your fingerprint card with Form L-FPV</p> <ul style="list-style-type: none"> • If mailing, include a check for the license and fingerprint processing fees • If dropping off, pay fees by credit card at our office 	<p>Determine your insurance continuing education requirement at https://www.surveymonkey.com/r/adoi_ce</p> <p>Complete Arizona-approved continuing education (if required)</p> <p>Download and use Adobe Acrobat Reader to complete the renewal application</p> <p>Print out your renewal application</p> <p>Mail or drop off your renewal application</p> <ul style="list-style-type: none"> • If mailing, include a check for the renewal fee • If dropping off, pay fee by credit card at our office

INSURANCE LICENSING SECTION address:

- Through Thursday, June 14, 2018: 2910 N 44th Street, Suite 210, Phoenix, AZ 85018-7269
- Starting Monday, June 18, 2018: 100 N 15th Avenue, Suite 102, Phoenix, AZ 85007-2624