

SAMPLE NONRENEWAL LETTER

Re: Explanation of Nonrenewal

You are receiving this letter because you currently have workers' compensation insurance through the Oregon assigned risk plan. The plan provides coverage to eligible employers who cannot obtain voluntary market coverage. The number of employers that we can service in the assigned risk plan recently changed and **this affects your policy with us.**

The State of Oregon, through a competitive bid process, has awarded Travelers Indemnity Company a new contract to service a 20 percent share of the Oregon assigned risk plan.

In an effort to meet the 20 percent allocated share to Travelers, **your policy has been randomly selected to be nonrenewed.**

We are returning a check that represents the deposit premium you originally paid when you applied for coverage in the assigned risk plan. Please use this money as your deposit with Travelers Indemnity.

We suggest you contact your agent or broker as soon as possible to re-establish your workers' compensation insurance and avoid noncompliance with the law. This is an opportunity to seek coverage in the voluntary market, which can be less expensive than the assigned risk plan.

If you prefer to not seek voluntary market coverage, you may choose to directly re-apply to the assigned risk plan, and if accepted you will be assigned to Travelers as your assigned risk plan insurance carrier. A new application is required when applying to a new insurance carrier whether it is a voluntary market carrier or assigned risk servicing carrier.

Each application to the assigned risk plan enters into the Voluntary Coverage Assistance Program (VCAP) which attempts to match employers with participating voluntary market insurers. If your policy does not qualify for voluntary market coverage under the VCAP program, you will be assigned to Travelers as your assigned risk plan insurance carrier.

Ask your agent or broker for help in completing a new application to reapply for coverage in the assigned risk plan. Prior to expiration of this policy, you or your agent should submit a new application using one of the options below:

- (1) **RMAPS Online Application Service** – You or your agent or broker can enter ACORD 130/133 application information online. The National Council on Compensation Insurance (NCCI) provides this electronic service to them at no charge to submit business in the residual market under NCCI's state-approved workers' compensation insurance plan. Contact the NCCI customer service center toll-free at 800-NCCI 1-2-3 (800-622-4123) for access.

- (2) **Mail submission** – You or your agent or broker may continue to submit hard copies of the ACORD 130 and ACORD 133 forms to the address below:

NCCI, Inc.— Oregon
P.O. Box 74619
Chicago, IL 60675-4619

- (3) **Telephone submission** – You or your agent or broker can use NCCI’s toll-free number (800-NCCI 1-2-3) to submit an application by providing the ACORD 130 and ACORD 133 application information over the phone to an NCCI account analyst.

If you need information relating to classification codes, rates, experience modification factors, etc., please contact the NCCI Customer Service Center toll-free at 800-NCCI 1-2-3 (800-622-4123).

Any claims arising from accidents that occurred while this policy is in effect should still be reported to our company.

We regret any inconvenience this may cause. However, introducing Travelers as a third servicing carrier in Oregon will help to diversify the Oregon’s workers’ compensation insurance market. Travelers is a financially sound organization and has experience as a servicing carrier in 18 other states.

For more information, please call our office at [Carrier telephone number] or the Small Business Ombudsman at 503-378-4209. You may also refer to the Workers’ Compensation Division Web site (<http://www.wcd.oregon.gov/>), which has answers to some frequently asked questions regarding this process.

C: *[Producer of Record]*