

NOTICE TO EMPLOYER

Before completing the Statement of Employer Form and attesting to the employee's experience, please read the following instructions to determine if the employee meets the experience requirements necessary to be exempt from the education requirements as prescribed by Section 2108 of the Insurance Law. Please note that if the experience relates to sales the applicant must have been licensed. Your signature will attest to the fact that the applicant was licensed to sell insurance.

THE EMPLOYEE MUST ---

1. Be regularly employed for a minimum of one full year within the last three years. This employment may be with more than one employer. An employer must be an insurance company, insurance agent, or insurance broker.
2. Perform responsible insurance duties relating to the involvement in sales, underwriting or claims.

WHEN COMPLETING THE FORM

1. Be regularly employed for a minimum of one full year within the last three years. This employment may be with more than one employer. An employer must be an insurance company, insurance agent, or insurance broker.
2. Perform responsible insurance duties relating to the involvement in sales, underwriting or claims.

ATTACH THE FORM TO THE APPLICATION

1. After taking the examination, attach the completed Statement of Employer Form to the application; then send us the application.