

**NEW YORK STATE DEPARTMENT OF FINANCIAL SERVICES**

**PERSONAL AUTO CANCELLATION AND NONRENEWAL FORM FILING  
COMPLIANCE QUESTIONNAIRE**

<b>COMPANY</b>	<b>Co. File No.</b>
<b>Company Contact:</b>	<b>Phone Number:</b>
<b>E-Mail Address:</b>	

**Instructions: All applicable items must be answered. Responses in the shaded area indicate non-compliance with Section 3425 of the Insurance Law. Failure to complete all items, or responses in the shaded area, will result in this filing being returned without further review.**

**I. CANCELLATIONS:**

- |   |     |                          |    |                          |
|---|-----|--------------------------|----|--------------------------|
| a. The policy provides notice if cancellation occurs during the first 60 days of the policy period: |     |                          |    |                          |
| 1. 15 days notice if cancellation is for non-payment of premium [§3425(a)(10)]                      | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| 2. 20 days notice if cancellation is for other reason [Vehicle & Traffic Law §313.1(a)]             | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| 3. Notice will include reason for cancellation §3425(b)   | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| b. After the first 60 days, or if a renewal policy:   |     |                          |    |                          |
| 1. 15 days notice if cancellation is for non-payment of premium. [§3425(a)(10)]                     | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| 2. 20 days notice if for other permissible reason [Vehicle & Traffic Law §313.1(a)]                 | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| 3. Can be only for reasons permitted by §3425(c)(1):  | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| i. non-payment.   | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| ii. suspension or revocation of an operator's driver's license during the policy period.            | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| iii. fraud or material misrepresentation in obtaining the policy or presenting a claim.             | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| c. All notices must be mailed to insured at the address shown in the policy.                        | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |

**II. CONDITIONAL CONTINUATION [§3425(d)(2)]**

- |   |     |                          |    |                          |
|---|-----|--------------------------|----|--------------------------|
| a. Policy provides that in lieu of cancellation, insurer may condition continuation of policy on: |     |                          |    |                          |
| 1. Change in limits   | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| 2. Elimination of any coverage not required by law  | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| b. Must provide at least 20 days advance notice prior to effective date of change                 | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| c. Notice must be mailed to insured at the address shown in the policy                            | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |

**III. NONRENEWALS/CONDITIONAL RENEWALS [§3425(d)(1)]**

- |   |     |                          |    |                          |
|---|-----|--------------------------|----|--------------------------|
| a. Notice must give a minimum of 45 and maximum of 60 days notice.          |     |                          |    |                          |
| b. Conditional Renewal notice must be sent in the event of:                 |     |                          |    |                          |
| 1. Change of Limits   | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| 2. Elimination of any coverage  | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| c. All notices must include the reason for nonrenewal/conditional renewal   | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |
| d. All notices must be mailed to insured at the address shown in the policy | YES | <input type="checkbox"/> | NO | <input type="checkbox"/> |

**NOTE: All citations in Brackets are to the applicable Section 3425 of the Insurance Law.**