



LETTER OF CLEARANCE

Your New York State licensing information is included in the National Producer Database. A Letter of Clearance cannot be issued if your declared home state is New York.

If you have declared a state other than New York as your home state, you must change your license(s) to non-resident status by providing us with your current home, business, and mailing address and your declared home state.

Complete the information requested below and send to DFS. Home state means the District of Columbia or any state or territory of the United States in which an insurance producer maintains their principal place of residence or principal place of business AND is licensed to act as an insurance producer. If your residence or business address is a post office box, you must also provide a street address.

A producer who changes their home state must obtain a resident license in their new home state within 30 days which information must be included in the National Producer Database. If a resident license is not obtained in the new home state within the required time period, you will be in violation of the New York Insurance Law.

Licensee Name:			
NY License Number(s):		Declared Home State:	

Home Address:			
Business Address:			
Mailing Address:			

Phone Number(s):			
Email Address:			

Questions can be directed to the DFS Licensing Unit at (518) 474-6630 or via email to licensing@dfs.ny.gov