

Qualification Data Extract Order Form

LIC DE 4 (Rev 2/2016)

Customer Name: _____ Order date: _____

Customer Company: _____ Telephone number (____) _____

Customer E-mail Address: _____

Mailing Address: _____

To place an order, please complete the following Order List form. The chart below the Order Form provides the "License Type" in Column A and the "Qualification Code" in Column B. The first item on the Order List is an example of how to order a list of all "Resident Insurance Producer (individual)," which is Code "RGENI," that hold an active California resident Life-Only agent license, which is Qualification Code "LO." The List Cost is provided on the following link: [Price List](#).

Order List (filled out by the customer):

License Type	Qualification Code	List Cost
Sample:		
RGENI	LO	
		\$
		\$
		\$
Total Order Amount		\$
Sales Tax¹		\$
Total due to: California Department of Insurance		\$

Code	Column A Description
RGENI	Resident Insurance Producer (Individual)
RGENA	Resident Insurance Producer (Agency)
NGENI	Non-Resident Insurance Producer (Individual)
NGENA	Non-Resident Insurance Producer (Agency)
BLI	Bail (Individual)
BLA	Bail (Agency)
RECC	Resident Estate Cert. of Convenience
PI	Apprentice Public Insurance Adjuster
RAJI	Resident Adjuster (Individual)
RAJA	Resident Adjuster (Agency)
NAJA	Non-Resident Adjuster (Agency)
RIMG	Reinsurance Intermediary Manager
RIBK	Reinsurance Intermediary Broker
NPLBA	Non-Resident Personal Lines Broker-Agent (Agency)
NPLBI	Non-Resident Personal Lines Broker-Agent (Individual)
RPLBA	Resident Personal Lines Broker-Agent (Agency)
RPLBI	Resident Personal Lines Broker-Agent (Individual)
RCIA	Resident Credit Insurance Agent (Agency)
RCII	Resident Credit Insurance Agent (Individual)
NCIA	Non-Resident Credit Insurance Agent (Agency)
NCII	Non-Resident Credit Insurance Agent (Individual)
REC-LIC	Recently Licensed From – (starting date mm/dd/yyyy)
ALL	(No restrictions on License Type)

Code	Column B Qualification Type
AH	Accident and Health Agent
LO or LO/AH*	Life-Only Agent
LO/AH*	Life and Accident and Health Agent
AU	Limited Lines Automobile
LA	Life and Disability Analyst
LOLP	Life-LTD to the Payment of Funeral & Burial Expenses
PR	Property Broker-Agent
CA	Casualty Broker-Agent
PR/CA*	Property Broker-Agent and Casualty Broker-Agent
VC	Variable Contracts
BA	Bail Agent
BP	Bail Permittee
BS	Bail Solicitor
CS	Cargo Shipper's Agent
RA	Registered Administrator (TPA)
AJ	Insurance Adjuster
MC	Motor Club Agent
PF	Part Time Fraternal
TA	Travel Agent
PJ	Public Insurance Adjuster
SL	Surplus Lines Broker
SP	Special Lines SL Broker
RC	Rental Car Agent
CI	Credit Insurance Agent
PL	Personal Lines Broker-Agent
ALL	(No restrictions on Qualification Code)

*To order the full life agent license mail list, without duplications, **only** order the LO license qualification. Also, for the full property and casualty broker-agent mailing list, without duplications, **only** order the CA license qualification.

¹ Customers that are **California** residents must add their local sales tax. Here is a link for California sales tax: <http://www.boe.ca.gov/cqi-bin/rates.cgi>. Send this completed form with your check to the California Department of Insurance, Attn: Mailing List Technician, 300 Capitol Mall, 16th Floor, Sacramento CA 95814-4344. For additional information, please e-mail the Producer Mailing List Technician at listings@insurance.ca.gov or you may call (916) 492-3063 to leave a voice mail message.