



Minnesota Workers' Compensation
Insurers Association, Inc.
7701 France Avenue South • Suite 450
Minneapolis, MN 55435-3200

March 4, 1987

ALL ASSOCIATION MEMBERS

Circular Letter No. 87—1030

RE: Insurance Verification System

This is a follow—up to Circular Letter No. 87—1029 dated February 25, 1987.

We have been advised by the Minnesota Department of Labor and Industry (DLI) to cease sending them any insurance documents. This means the new verification system is 100% operable. In summary:

1. Do not send workers' Compensation 100A (also referred to as the green card; Fm. Li 25004—02; WC 756, 1—80) or any other advise of your issuing a new Workers' Compensation policy to the DLI.
2. The MWCIA files and database will be used by the DLI for insurance verification.
3. You must report new policies, cancellations, etc. to the MWCIA in accordance with rules attached to Circular Letter No. 87—1029.
4. You may submit our usual copy of your declaration page on a new policy as long as it is received in time to meet rule requirements (10 days of effective date).
5. If you cannot produce a policy on a timely basis, you must submit either a binder of insurance or continue to use the Green Card, Form bOA, and send it to us — NOT THE DLI, within 20 days of effective date.
6. Endorsements and all other Workers Compensation documents must continue to be sent to us, as in the past.
7. Cancellations, Non—Renewals, Terminations Do not send to the **DLI**. A copy of your notice of cancellation or other document advising the date of cancellation or non—renewal, in accordance with existing statutory requirements, will suffice. You may choose to continue using the Red Card, IOIA (L125005—02) formerly sent to the DLI as our notice. We only want one copy of a cancellation or termination notice.

8. Review Circular Letter 87—1029 and attached rules for information required and time submission standards.
9. Do not send any documents referred to in Circular Letter 87—1029 or this Circular letter to the Minnesota Department of Labor and Industry.
10. Refer any questions regarding these procedures to: Gene Gubera, Linda Hanson at the MWCIA.

Very truly yours,

E.B. GUBERA

Vice President
Underwriting Services

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