

License Renewal

Overview

- North Carolina General Statute § [58-71-75](#) was amended effective July 22, 2016 when the Governor signed S. B. 508 to decrease bail bond license renewals to once every even year and fingerprint background checks to every other even year (every four years).
- Also with the passage of S.B. 508, the annual license fee was doubled for the biennial license renewal. The next bail bond renewal with fingerprint submission and proof of residency will be due 6/30/2024.
- In even numbered years, bail bondsmen and runners must complete a renewal application, pay the license renewal fee, and complete the required CE, pursuant to North Carolina G.S. 58-71-75. All renewal requirements must be completed by June 30 or the bail bond license(s) will lapse. Every other even year bondsmen are also required to submit fingerprints and 2 forms of proof of residency.



License Renewal

Overview

- After review of the required renewal documents, the Department may make subsequent inquiries or may proceed with administrative action to ensure that the bondsman or runner continues to qualify to operate in NC pursuant to Article 71, of Chapter 58 of the North Carolina General Statutes.
- Pearson VUE will provide license renewal administrative services to bail bondsmen and bail bond runners through [National Insurance Producer Registry \(NIPR\)](#).
- NIPR has provided an electronic renewal application for bondsmen and bail bond runners to complete online and submit all required fees by credit/debit card.
- It is important that bondsmen keep their business e-mail current. The Bail Bond Regulatory Division will send license renewal notification and instructions to bondsmen and bail bond runners through the business e-mail address on the license record. The renewal e-mail notifications with the bail bond licensee's name, will contain a link to the [National Insurance Producer Registry \(NIPR\)](#) to access the electronic bail bond renewal application.
- Once a bondsman receives the renewal authorization e-mail, they can access [National Insurance Producer Registry \(NIPR\)](#) to complete the application process.



CE Requirement

Fingerprint submission and proof of residency required in 2024

Renewal Information

2024

Licenses are required to complete CE, pay renewal fees, and submit an application (proof of residency X2) and fingerprints

2025

Licenses will be automatically "renewed" upon completion of CE

Fingerprints



Submit fingerprints

CE



3 Hours of CE

Application



Renewal Application (proof of residency X2)

Fees



Pay the License Renewal Fee

Continuing Education



3 Hours of CE



CE Requirement

Electronic bail bond renewal application

DOI Instructions for how to renew bail bondsman license through NIPR

1. Go to NIPR.com
2. Click on **Licensing Center** at the top of the page
3. Please be sure to [Review State-Specific Requirements](#) prior to submitting your application

The screenshot shows the NIPR website interface. At the top, the navigation bar includes 'LICENSING CENTER', 'PRODUCTS & SERVICES', 'ABOUT NIPR', and 'HELP'. A dropdown menu is open under 'LICENSING CENTER', listing options: 'Overview', 'Apply for a License', 'Add a Line of Authority', 'Renew a License', 'Change Contact Info', 'Attachments Warehouse', 'About Licensure', and 'Review State-Specific Requirements'. Below the navigation, a red-bordered box contains a 'Kentucky-Tornado Assistance' notice with a warning icon and a close button. The notice text reads: 'For emergency, unlicensed adjusters, Kentucky doesn't issue a "license." The applicant will provide their information to the insurance company who is contracting with them, and the insurance company submits their "registration" through KY eServices. Only insurance companies may use and register unlicensed adjusters. These emergency adjusters are not viewable on PDB, but only through the insurance company eServices account. Otherwise, the adjuster may apply through NIPR for staff, independent, or public adjuster as usual. For all the information, including orders, guidance, and licensing, available on the Kentucky website at this link: DEPARTMENT OF INSURANCE (ky.gov).' Below the notice, there are two main content areas: 'Licensing Center' and 'Products & Services'. The 'Licensing Center' section includes links for 'State Requirements and Contact Information', 'Apply for a New License', 'Review Continuing Education (CE) Requirements', and 'Renew an Existing License'. The 'Products & Services' section includes links for 'Producer Database (PDB)', 'Download NIPR's Free Mobile App', 'NIPR Gateway', and 'Resellers'. A 'Start Chat' button is located in the bottom right corner. The NIPR logo and 'NATIONAL INSURANCE PRODUCER REGISTRY' are visible in the top left. The Kentucky Department of Insurance logo is in the bottom right corner.

CE Requirement

DOI Instructions for how to renew bail bondsman license through NIPR

License Renewal

North Carolina

I am a Resident

Individual

What are you interested in?
License Renewal

Select the state of the license
North Carolina

Are you a resident or non-resident of the selected state?
I am a Resident

Are you an Insurance Producer or Insurance Adjuster?
Producer / Other

Identify Licensee
Individual

Submit

First Time License / New License / Reinstatement / Add Line of Authority: A first-time applicant is an applicant for an insurance license that has never held a license before in the state and must meet that state's license requirements. Note: Several states also require those who failed to renew within the renewal period to submit a new license application.

License Renewal: Renewal - Continuation of the license or appointment beyond the original date of expiration. Renewals vary from annually to every four years and most resident individual renewals have a continuing education requirement that must be met prior to the state accepting the license renewal request.

Change Contact Information: Actively licensed **individuals** may use the contact change request tool to submit requests to update physical address(es), email address(es), and phone numbers. **Business entities** must notify states of changes to demographic data directly. Select the state name on the [State Contacts & FAQ Finder](#) to view state contact information and responses to frequently asked questions related to entity changes.

Resident: A resident holds a residence or primary place of business in a specific state.

Non Resident: A non-resident is licensed as a resident in a specific state and seeking licensure in another state.

Producer: An insurance producer is a general term applied to anyone who engages in the sale of insurance products. Producers must be licensed by the state in which they wish to sell insurance. Insurance Producer - A person required to be licensed under the laws of this state to sell, solicit or negotiate insurance.

Other: Includes all other license types offered by the state via NIPR. Including but not limited to Advisers, Surplus Lines Brokers, TPAs, Title Agents, Appraisers, Motor Club Representatives, Portable Electronics, etc.

Adjuster: An insurance adjuster, or claims adjuster, is a person who investigates claims to determine how much (or if) your insurer should pay for damage or loss.

Individual: An individual that holds or is attempting to apply for a license.

Business Entity: An entity is an agency, organization, partnership, or LLC that holds or is attempting to apply for a license.



CE Requirement

DOI Instructions for how to renew bail bondsman license through NIPR

After reviewing the requirements, click the [Apply Now](#) button when ready to apply.

The screenshot shows the NIPR website interface. At the top, there is a navigation bar with the NIPR logo and menu items: LICENSING CENTER, PRODUCTS & SERVICES, ABOUT NIPR, and HELP. Below the navigation bar is a breadcrumb trail: Home > Licensing Center > State Requirements >. The main content area features a dark blue box with the title 'State Requirements' and subtitle 'North Carolina / Resident Renewal / Individual'. Inside this box are two buttons: 'Search Again' and 'Apply Now'. A large brown arrow originates from the 'Apply Now' button on the page and points to a separate 'Apply Now' button located on the right side of the slide. Below the main content area, there are several expandable sections with yellow plus icons: Fees, Lines of Authority, Rules and Requirements, Renewal Periods, and Continuing Education. At the bottom of the page, there is a 'Contact Information' section with mailing address, phone, fax, toll-free number, and email. A 'Go to State Website' button is also present. To the right of the contact information is a 'Special Instructions' section with links for 'Print License', 'Initial & Renewal Insurance License', and 'Documentation Submission'. A 'Start Chat' button is located in the bottom right corner of the page.

Apply Now

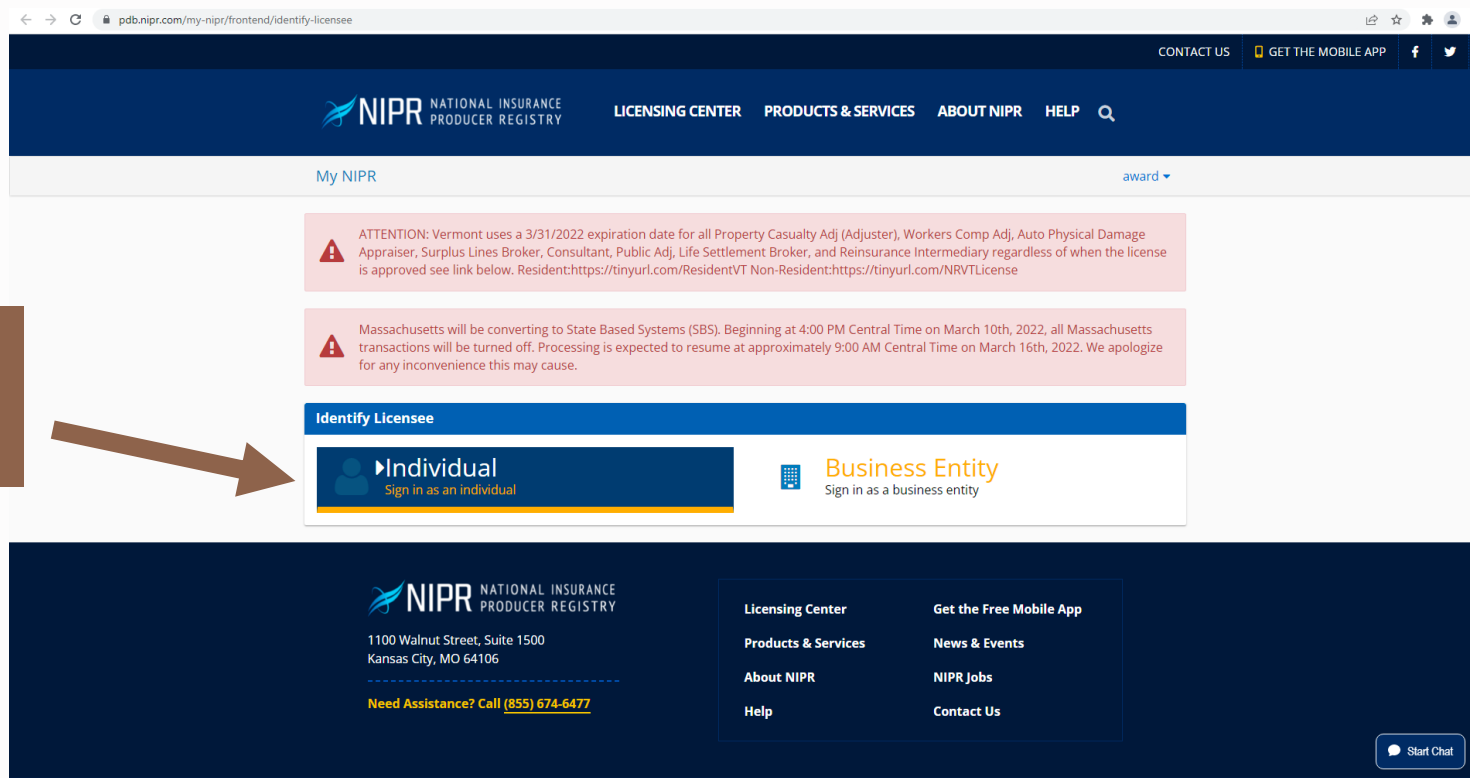


CE Requirement

DOI Instructions for how to renew bail bondsman license through NIPR

Select as an **Individual entity** if you are applying for renewal

Individual
Entity



The screenshot shows the NIPR National Insurance Producer Registry website. The main navigation bar includes 'CONTACT US', 'GET THE MOBILE APP', and social media icons. The header contains the NIPR logo and menu items: 'LICENSING CENTER', 'PRODUCTS & SERVICES', 'ABOUT NIPR', and 'HELP'. Below the header is a 'My NIPR' section with a dropdown menu. Two red alert boxes provide information about Vermont's expiration date and Massachusetts' transition to State Based Systems (SBS). The 'Identify Licensee' section features two options: 'Individual' (Sign in as an individual) and 'Business Entity' (Sign in as a business entity). The 'Individual' option is highlighted with a yellow border. A brown box on the left with the text 'Individual Entity' and an arrow points to the 'Individual' option. The footer contains the NIPR logo, address (1100 Walnut Street, Suite 1500, Kansas City, MO 64106), phone number (855) 674-6477, and a list of links: Licensing Center, Products & Services, About NIPR, Help, Get the Free Mobile App, News & Events, NIPR Jobs, and Contact Us. A 'Start Chat' button is also present.



CE Requirement

DOI Instructions for how to renew bail bondsman license through NIPR

You will be asked for **TWO** levels of identifying information:

- License Number
- National Producer Number (NPN)
- Your SSN
- Last Name

You will also need to provide your **Date of Birth**

The screenshot displays the NIPR National Insurance Producer Registry website. The main navigation bar includes 'CONTACT US', 'GET THE MOBILE APP', and social media icons. The user is logged in as a 'Guest User'. The 'Identify Licensee' form is active, showing a search type selection (License Number, National Producer Number (NPN), and Social Security Number (SSN) with SSN selected). The form fields are filled with 'Taylor' for Last Name and '123-45-6789' for SSN. A checkbox for 'I accept the NIPR Use Agreement' is checked. Navigation buttons for 'Back' and 'Next' are visible.

Identify Licensee

Individual

Search Type

- License Number
- National Producer Number (NPN)
- Social Security Number (SSN)

Select one identifier above

Last Name: Taylor

SSN: 123-45-6789

I accept the NIPR Use Agreement

← Back Next →

NIPR NATIONAL INSURANCE PRODUCER REGISTRY

1100 Walnut Street, Suite 1500
Kansas City, MO 64106

Need Assistance? Call (855) 674-6477

Licensing Center Get the Free Mobile App

Products & Services News & Events

About NIPR NIPR Jobs

Help Contact Us

Start Chat



CE Requirement

DOI Instructions for how to renew bail bondsman license through NIPR

CONTACT US GET THE MOBILE APP

NIPR NATIONAL INSURANCE PRODUCER REGISTRY LICENSING CENTER PRODUCTS & SERVICES ABOUT NIPR HELP

My NIPR Guest User

Authorization

Please verify your identity by providing your date of birth

Date of Birth

Next →

NIPR NATIONAL INSURANCE PRODUCER REGISTRY
1100 Walnut Street, Suite 1500
Kansas City, MO 64106
[Need Assistance? Call \(855\) 674-6477](tel:8556746477)

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Start Chat

Date of Birth:
MM/DD/YYYY



CE Requirement

DOI Instructions for how to renew bail bondsman license through NIPR

Start



CONTACT US GET THE MOBILE APP

NIPR NATIONAL INSURANCE PRODUCER REGISTRY LICENSING CENTER PRODUCTS & SERVICES ABOUT NIPR HELP

My NIPR Guest User

User Menu TAYLOR, GARY H

- Start
- Resume
No incomplete applications available
- Order History
Review order statuses and receipts
- Change Licensee
Identify another licensee to work with

Message Center

NIPR Mobile - All of your insurance licensing information at your fingertips.

The NIPR mobile app lets insurance professionals licensed by a state department of insurance view their demographic, licensing, and appointment information. Mobile users are also able to subscribe to renewal notification reminders. [Click here for more information.](#)

Announcements

- Current or previously licensed users may click **Start** to access a detailed report of your licensing data. If one is available, you can select to run your free report, or purchase an additional one if needed.
- Contact Change Request (CCR) has been updated to now allow Business Entities.

NIPR NATIONAL INSURANCE PRODUCER REGISTRY Start Chat

CE Requirement

DOI Instructions for how to renew bail bondsman license through NIPR

Producer Licensing

Renewal

Resident

The screenshot shows a web form titled "Select Product" with a "User Menu" icon in the top right. The form contains three sections with radio button options:

- Product Type:** Producer Licensing, Adjuster Licensing, Other Licensing, Contact Change Request (Change Address, Phone, or Email), PDB Detail Report
- Application Type:** Initial, Renewal, Add Line Of Authority
- Residency Type:** Resident, Non-Resident, Non-Resident (No Home State)

At the bottom of the form are "Back" and "Next" navigation buttons. The name "TAYLOR, GARY H" is visible in the top right corner of the form area.

If you have any problems, please reach out to NIPR via:

Email: customerservice@nipr.com or Call: 855.674.6477



CE Requirement

Two forms of Proof of Residency

Accepted Proof of Residency Documents

- a) A paystub showing the applicant's residential address in NC (dated in the past 90 days)
- b) A utility bill showing the applicant's residential address in NC (dated in the past 90 days)
 - a) DOI accepts the following as a form of utility bill: Gas, Electric, Water, Cable, Internet, Satellite and Cell Phone.
- c) A receipt or bill for Real or Personal Property Taxes paid by the applicant to an NC unit of local government (Current or prior year)
- d) A lease agreement or contract for purchase and sale signed by the applicant for a residence located in NC (Current lease period or contract for purchase)
- e) A monthly or quarterly statement showing the applicant's residential address in NC issued by a financial institution for an account held by the applicant (dated in the past 90 days).
 - a) DOI will accept Bank or Mortgage statements.



CE Requirement

Fingerprints

Agents must take the DOI Signed Electronic Fingerprint Submission Release of Information form to their fingerprint appointment!

Where can I find this form???

NCBAA will send a link for the form along with your Continuing Education certificate!

**DON'T FORGET TO
CHECK YOUR JUNK
EMAIL!!!**

Or you can find it on the

- NC DOI Website
- NCBAA Website



CE Requirement

Fingerprint Form

ELECTRONIC FINGERPRINT SUBMISSION RELEASE OF INFORMATION

I authorize the North Carolina State Bureau of Investigation, to perform a national criminal history record check in connection with my application for employment with the agency listed below.

I understand that the North Carolina State Bureau of Investigation, Criminal Information and Identification Section, the Federal Bureau of Investigation, and its officials and employees shall not be held legally accountable in any way for providing this information to the above named agency, and I hereby release said agency and persons from any and all liability which may be incurred as a result of furnishing such information.

Applicant/Licensee's Signature _____ Date _____

I authorize the above named subject to be fingerprinted and have the fingerprints submitted to the SBI electronically.

Agency Authorized Official's Signature _____ Date 8/9/17

John G. Cable
Authorized Official's Printed Name

North Carolina Department of Insurance
Agency Name BAILB0001
Agency OCA#

1204 Mail Service Center, Raleigh, NC 27699
Agency Address 919-807-6850
Agency Phone Number

I certify that I have taken the fingerprints of the above named subject and forwarded them electronically to the State Bureau of Investigation.

Signature of Official Taking Fingerprints _____ Date _____

By checking this box, I understand my rights to complete or challenge the accuracy of the information contained in the FBI identification record. The procedure for obtaining a change, correction, or updating an FBI identification record are set forth in Title 28, CFR, 16.34.

This completed form is to be mailed to Agency listed above
Do NOT send this form to the SBI.

APPLICANT INFORMATION

Last Name: _____ Date of Birth: _____

First Name: _____ Place of Birth: _____

Middle Name: _____ Residence: _____

Maiden Name: _____

Aliases: _____
Employer and Address: DOI - Agent Services
Division 1204 Mail Service Center, Raleigh NC
27699

Sex: Male _____ Female _____ Reason Fingerprinted: Bail bondsman, state
and federal search, §NCGS 58-71-51

Race: _____ Social Security Number: _____
(*Optional)

(write the appropriate letter in the space provided)
W - White, B - Black, I - American Indian,
A - Asian or Pacific Islander, U - Unknown
Your Case No. (OCA): BAILB0001

Height: _____ Type of Transaction: NFUF

Weight: _____ NC FP Card Type: OTH

Eye Color: _____
(write the appropriate letters in the space provided)

BLK - Black GRY - Gray MAR - Maroon
BLU - Blue BRO - Brown GRN - Green
HAZ - Hazel PNK - Pink XXX - Unknown

Hair Color: _____
(write the appropriate letters in the space provided)

BAL - Bald BLK - Black BLN - Blonde or Strawberry
BRO - Brown GRY - Gray or partially
RED - Red or Auburn SDY - Sandy

*Disclosure of social security number is entirely voluntary and not required. If disclosed, the social security number will be utilized to assist with accurate identification/exclusion of possible criminal history records.

