

## Temporary Individual Insurance Producer Licenses during the COVID-19 (Coronavirus) Health Crisis

### **How to Apply for a Temporary Individual Insurance Producer License**

1. Until further notice, applicants for a temporary producer license must submit the following:
  - A. A hard-copy Uniform Application for Individual Producer License/Registration with a check via United States mail for \$225 (applicants applying for casualty, property, and/or personal lines of authority must submit an additional fee of \$75 for the lead paint surcharge) made payable to the Commonwealth of Massachusetts.
  - B. A hard-copy appointment/sponsor form completed by the sponsoring insurer with the appropriate fee of \$75 per applicant made payable to the Commonwealth of Massachusetts.
2. All application materials should be mailed to  
  
Massachusetts Division of Insurance  
Attn: Producer Licensing  
1000 Washington Street  
Suite # 810  
Boston, MA 02118-6200
3. The application will not be automatically approved. To expedite the temporary licensing process, sponsoring insurers should mail the completed producer application, appointment / sponsor form, and required fees in one package. This will enable the Division to timely process temporary individual insurance producer license applications.