



November 2, 2012

CIRCULAR LETTER TO ALL MEMBER COMPANIES

Re: November Delinquent Unit Statistical Report Billing

Our thoughts are with our member companies and their families who live and work in the areas impacted by Hurricane Sandy.

Recognizing the challenges ahead as companies resume normal business operations, the Bureau wants to proactively offer assistance to those impacted. As a result, the Bureau will not be issuing Unit Statistical Report late fines for units due during the month of November. Invoices will not be generated for late and/or rejected units due in November, and normal billing will resume for late and/or rejected units due in December.

Although it is difficult to address all issues and concerns that are impacting normal business operations during this challenging time, we hope that this action will help ease some of the worries that have occurred as a result of Hurricane Sandy.

If you have any questions or need clarification on the fining process, contact Delisa Fairley at ddf@ncrb.org or 919-582-1056.

Sincerely,

Sue Taylor

Director of Insurance Operations

ST:dms

C-12-10