

**Citizens Property Insurance Corporation PR-M Assumption Calendar 2008
Revised 04/02/08**

Citizens reserves the right to modify these deadlines

| (1) OIR approval | (2) Executed contract & requirements letter | (3) Policy selection & assuming carrier information provided to Citizens | (4) List of agents not willing to participate and associated policies | (5) Assuming carrier Information for voluntary offer letter | (6) Citizens mails voluntary offer letter within 7 days of this deadline. | (7) Citizens provides assuming carrier with final list of policies for "opt out" letter. | (8) Assuming carrier must mail "opt out" letter | (9) Assuming carrier provides Citizens with policyholders who have chosen "opt-out" | Account | Assumption Date |
|--------------------|---|--|---|---|---|--|---|---|-------------------|-----------------|
| April 4, 2008 | April 4, 2008 | April 9, 2008 | April 9, 2008 | April 14, 2008 | April 16, 2008 | April 16, 2008 | May 16, 2008 | PR-M / PR-W | May 20, 2008 | |
| April 28, 2008 | April 28, 2008 | May 1, 2008 | May 1, 2008 | May 5, 2008 | May 7, 2008 | May 7, 2008 | June 6, 2008 | PR-M / PR-W | June 10, 2008 | |
| June 2, 2008 | June 2, 2008 | June 4, 2008 | June 4, 2008 | June 9, 2008 | June 11, 2008 | June 11, 2008 | July 11, 2008 | PR-M / PR-W | July 15, 2008 | |
| June 30, 2008 | June 30, 2008 | July 2, 2008 | July 2, 2008 | July 7, 2008 | July 9, 2008 | July 9, 2008 | August 8, 2008 | PR-M / PR-W | August 12, 2008 | |
| July 28, 2008 | July 28, 2008 | July 30, 2008 | July 30, 2008 | August 4, 2008 | August 6, 2008 | August 6, 2008 | September 5, 2008 | PR-M / PR-W | September 9, 2008 | |
| August 29, 2008 | August 29, 2008 | September 3, 2008 | September 3, 2008 | September 8, 2008 | September 10, 2008 | September 10, 2008 | October 10, 2008 | PR-M / PR-W | October 14, 2008 | |
| September 26, 2008 | September 26, 2008 | October 1, 2008 | October 1, 2008 | October 6, 2008 | October 9, 2008 | October 9, 2008 | November 6, 2008 | PR-M / PR-W | November 14, 2008 | |
| October 27, 2008 | October 27, 2008 | October 30, 2008 | October 30, 2008 | November 3, 2008 | November 5, 2008 | November 5, 2008 | December 5, 2008 | PR-M / PR-W | December 9, 2008 | |

Carefully review the detail specified below.

Assuming carriers cannot remove policies in consecutive months.

Legal requirements for notice of nonrenewal require a "blackout period" of at least 105 days or by June 1st for policies that will nonrenew during hurricane season.

Assuming carriers are required to upload all required data files to the FTP site (inbound folder), and email Citizens staff with the file designation and purpose per the deadlines listed above.

- (1) The assuming carrier must provide a Certificate of Authority from OIR and an order or letter from the OIR approving the assumption.
- (2) The assuming carrier must return an executed Assumption Agreement and an executed Requirements and Deadline Letter to Citizens.
- (3) The assuming carrier's policy selection and company information for the assumption notice (i.e. company letterhead with logo, signature, etc.) must be submitted to Citizens. By submitting this policy selection file, the assuming carrier is certifying that all associated agents have either been appointed by the assuming carrier or agreed to have their policies assumed under the provisions of "Consumer Choice."
- (4) Per Order 94539-08 assuming carriers must submit a list of policies (Access format) associated with agents that have declined to participate or did not respond to the assuming carrier (specific to this assumption date). The file must be submitted to Citizens in Access format and include the Citizens policy number and policyholders name.
- (5) Assuming carriers must provide contact information to be inserted into a notice to policyholders whose agents have declined to participate in the assumption process. This includes legal name, mailing address, and a contact number. Per Order 94539-08, the notice will provide the policyholder with the offering insurer's contact information and allow the policyholder to contact the carrier directly to make a determination on their own about the offer of coverage from the carrier. The assuming carrier must have knowledgeable staff available to answer the policyholders questions regarding the offer, coverages, etc. and be ready to write the coverage outside of the assumption process.
Note: this information will be used by Citizens to send a notice to policyholders associated with agents that refused to consent to the assumption and inform those policyholders that they may contact that insurer to be written by the carrier outside of the assumption process. Policyholders who voluntarily accept the offer of coverage will not be included in the assumption process.
- (6) Citizens will mail notice to the policyholders whose agents have declined the assumption process within 7 days of this deadline.
- (7) Citizens will return a policy file to the assuming carrier designating which policyholders can be sent an "opt out" notice. *Note: when multiple companies participate, selections are run against each other and duplicates are equally distributed among the assuming carriers to prevent policyholders from receiving multiple notices.*
- (8) The assuming carrier must mail notice at least 35 days prior to the assumption date giving all policyholders the option to choose not to be assumed ("opt out"). The notice must be approved by the OIR and Citizens and must be sent to every policyholder the assuming carrier intends to assume. It is the assuming carriers responsibility to collect, retain and report responses from the above notice. All policyholders who indicate that they do not want to be assumed must be collected in an Access database (policyholder name and Citizens policy number).
- (9) The assuming carrier must provide the Access database with the name and associated Citizens policy number for all policyholders that have chosen not to be assumed. Citizens will remove those policyholders from the assuming carriers policy selection file for that assumption date.