

## **Sec. 19. PRODUCER CERTIFICATION**

### **A. Application for Certification**

1. Broker-agents licensed to transact automobile insurance business in California may apply to the Manager to become certified producers and eligible to submit applications to the Plan and the California Low Cost Automobile Insurance (“LCA”) Program on behalf of their clients. An application for certification shall include a copy of the broker-agent’s tax identification number and his or her California broker-agent license.
2. Only certified producers may obtain forms from or submit applications to the Plan or the LCA.
3. Within 10 working days of receipt, the Manger shall approve any application for certification that meets all requirements. No fee shall be charged broker-agents in connection with the certification process.
4. Within 120 days after certification, broker-agents shall attend one of the producer seminars regularly presented by the Plan. Thereafter, to maintain their certification, each broker-agent must attend a producer seminar, either an on-line course or a regularly scheduled course, at least once every four years after certification. CAARP shall be responsible to notify each broker-agent, at least six months prior, to his or her four-year certification deadline, of the producer seminar attendance requirement and completion deadline.
5. A copy of all renewal broker-agent’s licenses shall be submitted to the manager within 60 days of the renewal date.