



January 12, 2017

Circular 2017-02

### **New Mailing Address for Assigned Risk Applications**

We have established new mailing addresses for Indiana assigned risk applications. Effective February 1, 2017, applications should no longer be sent to the Chicago, IL addresses. The new mailing addresses for regular and private overnight delivery are as follows:

#### **Regular Mail**

NCCI—Indiana  
Attn: Treasury Department  
PO Box 3045  
Boca Raton, FL 33431

#### **Overnight Delivery**

NCCI—Indiana  
Attn: Treasury Department  
901 Peninsula Corporate Circle  
Boca Raton, FL 33487-1362

All other processing remains the same. Note that the ICRB uses the NCCI Residual Market Application Processing System (RMAPS). Payments should still be made payable to NCCI. Once received, ICRB analysts process and bind the applications.

Only about 3% of applications are mailed in. The vast majority of producers use the **free** Internet-based **RMAPS®Online Application Service** via [ncci.com](http://ncci.com). This method ensures the timeliest processing of the application. To register with NCCI, you may call its customer service number at 800-622-4123 and select the products and services option on the automated menu.

For more information, also visit [icrb.net](http://icrb.net) and the "[Application Tips](#)" page. Similar notice was also provided in [NCCI Circular FYI-PLAN-IN-2016-02](#) dated December 7, 2016.

Sincerely,

Ronald W. Cooper, CWCP, WCP  
President