

**191—10.8(515K,522B) License renewal.**

**10.8(1)** Upon request by a licensed producer, the division must electronically transmit a producer renewal notice to the producer's last-known electronic mail address as it appears in division records. If the division has received notification that the electronic address of record is no longer valid, no renewal notice will be transmitted.

**10.8(2)** A producer must apply for license renewal during the 90 days prior to the expiration date of the license. Failure to apply to renew a license and pay appropriate fees prior to the expiration date of the license will result in expiration of the license.

**10.8(3)** A producer may submit an electronic mail address to the division as directed by the division.

**10.8(4)** Resident producer licenses may be renewed electronically through the NIPR Gateway at [www.NIPR.com](http://www.NIPR.com).

**10.8(5)** Nonresident producer licenses may only be renewed through the NIPR Gateway, or as otherwise directed by the division.

[ARC 7836B, IAB 6/3/09, effective 7/8/09; ARC 4910C, IAB 2/12/20, effective 3/18/20; ARC 6548C, IAB 10/5/22, effective 11/9/22]