

**RULES AND REGULATIONS OF  
THE INSURANCE COMMISSIONER**

**CHAPTER 120-2-3**

**REGUALTIONS REGARDING AGENTS, SUBAGENTS, COUNSELORS, ADJUSTERS,  
SURPLUS LINES BROKERS, AND AGENCIES**

**TABLE OF CONTENTS**

**RULE 120-2-3-.16. Dates for Resident License Renewal and Required Filing of Continuing Education Credits**

(1) license renewals and appropriate fees will be due on the last day of the licensee's birth month;

(a) Licensee may file a late renewal with appropriate late fee within 15 days of the last day of the licensee's birth month;

(b) Failure to file the required license renewal form along with the appropriate fee shall result in the expiration of the license as of the last day of the licensee's birth month for the renewal year.

(2) Failure to file the complete and correct renewal with required attachments and/or evidence of completion of required continuing education by the required filing date will result in a penalty being assessed when licensee applies for late renewal reinstatement.

(a) The reinstatement penalty assessed will be \$150; this penalty is in addition to any required renewal and late fees. The penalty and required fees are to be paid at the time of submission of late renewal reinstatement.

(b) If late renewal reinstatement is received 6 or more months after the expiration date, the licensee is required to submit electronic fingerprints in addition to the \$150 penalty and required renewal and late fees.

(3) If an individual fails to file for late renewal reinstatement prior to one (1) year from the license expiration date, the licensee will be required to reapply for the license and satisfy all prelicensing requirements.

(4) A licensed insurance producer who is unable to comply with license renewal procedures due to military service may request a waiver of those procedures. The producer may also request a waiver of any examination requirement or any other fine or sanction imposed for failure to comply with renewal procedures.

**Authority:**

**O.C.G.A. §§33-2-9, 33-23-5, 33-23-18, 33-23-21, 33-23-44.**