



Bulletin

June 26, 2023

Washington OIC – Email & Mail Communication Changes – Action Required Effective July 1, 2023

Washington State Legislature recently passed HB 1266, which affects communications between the OIC and every insurance producer, title insurance agent, adjuster, surplus line broker and any other person licensed under Chapter 27.

What you need to do:

1. Ensure the OIC has accurate email and mailing addresses for your firm and/or individual surplus line broker licensees.
2. Familiarize yourself with the entire [HB 1266](#) to ensure you have a full understanding of communication methods used by the OIC and legal timelines for response.
3. Should your contact information change in the future, notify the OIC within 30-days of the change.

*Emails from the OIC, which require a response must be answered in a timely manner (15 business days). Failure to respond to a “Response Required” email from the OIC will constitute as a violation of RCW 48.15.103 and is subject to penalties under 48.17.560 including fines and license revocation.

Should you receive an email-based violation under HB 1266, you may file a petition to have the disciplinary information removed from state and national public records and receive a refund for any fines that resulted from the violations. See article from the OIC’s website: [How to File a Removal Petition - Email Based Violation](#).

Please let us know if you have any questions.