



INFORMATIONAL MEMORANDUM

OIR – 03-008M

ISSUED

May 16, 2003

Office of Insurance Regulation

Kevin M. McCarty

Director

All insurers that file rates and/or forms in the State of Florida

Introductory training for use of I-file



There will be additional introductory training sessions offered for the use of I-file, the Office of Insurance Regulation's internet filing software, on the dates and times below. The sessions will be held in room B-42 of the Larson Building in Tallahassee. Each session will be two hours in length with two separate sessions offered on each date.

<u>Date</u>	<u>Time</u>
June 11, 2003	9:30am – 11:30am 1:30 pm – 3:30 pm
June 12, 2003	9:30am – 11:30am 1:30 pm – 3:30 pm
June 24, 2003	9:30am – 11:30am 1:30 pm – 3:30 pm
June 25, 2003	9:30am – 11:30am 1:30 pm – 3:30 pm
June 26, 2003	9:30am – 11:30am 1:30 pm – 3:30 pm

Sessions will be capped at 10 students and will be hands-on in nature. These sessions are free of charge.

I-File was developed by the Office of Insurance Regulation (Office) to assist companies in their efforts to get new products to market quickly and to maintain adequate rates. When coupled with the Office's internal Electronic Document Management System (EDMS), I-file provides a seamless and paperless process for the receipt of filings, and a smooth transition into workflow for an efficient review and ultimate final disposition of the filings. This easy to use Internet filing system will help emphasize the "fast" in the Office's promise to provide an environment in which filing reviews are fast, fair, and final.

If you have questions or would like to register for one of these introductory training sessions, please contact Marjorie Bertram by phone at 850-413-5382 or by email at bertramm@dfs.state.fl.us.