



Oklahoma Insurance Department
Kim Holland, Commissioner

2401 N.W. 23 Street, Ste. 28 • PO Box 53408 • Oklahoma City, OK 73152-3408
405-521-3916 • 405-522-3642 FAX • www.oid.insurance.state.ok

APPLICATION FOR RENEWAL OF LICENSE

Failure to renew on time will result in expiration of the license without further notice. Submission of a late or incomplete application is subject to late fees per 36 O.S. § 1435.23.E.

If this is a new address, check here. [ ]

Table with 3 columns: OK License Nbr., Type of License, Expiration Date. Includes a row for Fee submitted and a note: Fee is double if not paid by license expiration date.

Form with fields: Name, Mailing Address, City, State, Zip, and Type of Coverage / Lines of Authority / Qualifications.

Non-Resident Adjusters may complete their renewal process in the following manner:

Option One: Online Renewal (We highly recommended that Renewals be completed using the Online Option, and have the convenience of payment by Check or Credit Card.)

A Non-Resident adjuster may renew their license by accessing www.sircon.com/oklahoma. Simply click on "Renew Your License" and follow the on-screen instructions. Renewals occur in "real time" when using the online renewal option.

Option Two: Mail (Please note: Credit Card Transactions are only accepted via the Online Option.)

- 1. Sign, complete and submit to the OID, this renewal form or you may submit a downloadable form found on the OID website at www.oid.state.ok.us.
2. Enclose a check or money order payable to the Oklahoma Insurance Department for the correct fee amount.
3. Provide proof of completion of required Continued Education courses.
4. Mail the renewal to the Oklahoma Insurance Department, PO Box 53408, Oklahoma City, OK 73152-3408.
5. IMPORTANT: Complete a new form CR-1 application rather than this renewal form to reinstate your license after it has been expired for more than 90 days, and submit it with double fees.

Please note: All renewals submitted via paper form will be worked in the order they are received. A minimum processing time of five business days after your renewal has been received can be expected.

The Oklahoma Insurance Department will accept proof of Continuing Education requirements in any of the following three manners:

- Any Non-Resident Oklahoma Adjuster who resides in a State requiring Licensing and Continuing Education credits may provide a Letter of Certification from their home state.
• Any Non-Resident Oklahoma Adjuster who does not reside in a State requiring Licensing and Continuing Education may provide a Letter of Certification from another state in which they hold a valid Adjusters license that does require Licensing and Continued Education credits.
• Any Non-Resident Oklahoma Adjuster must successfully complete 12 hours of required Continuing Education from an Oklahoma approved provider offering Oklahoma approved courses.

Daytime Phone number \_\_\_\_\_ Signature Required for all Applicants

E-Mail Address \_\_\_\_\_

All Fees are deemed "earned and non-refundable" except in accordance with Oklahoma Administrative Code § 365:1-9-17.1.

Please complete: Paid\$ \_\_\_\_\_ by check/money order# \_\_\_\_\_ Dated \_\_\_\_\_

ATTENTION: We cooperate with the Oklahoma County District Attorney in the prosecution of bogus checks.