

NORTH CAROLINA RATE BUREAU

INDIVIDUAL USER ACCOUNT

WEBSITE ACCESS

The information contained in many of the NCRB databases are privately owned and access is limited. To apply for access via an Individual User Account, the applicant must be a current employee of a member insurance company, an insurance agency or a self-insurers' third party administrator licensed in North Carolina. Access for any other applicant will be reviewed on a case-by-case basis.

The site requires each user to have an individual User Name and Password. The Individual User Account Application permits each user to register a unique User Name and Password. If you do not select a User Name and Password, NCRB will assign and register them for you. Each Individual User Account will be charged an annual maintenance fee of \$50.

Users will need to have either MS Internet Explorer or Netscape Navigator (versions 4.0 or higher) as their Internet browser to successfully logon to NCRB's website without experiencing error messages.

User Name and Password requirements are as follows:

- 5 character minimum
- 12 character maximum
- both must begin with at least one alpha character
- both can be all alpha or alpha-numeric
- all lower case
- no spaces
- no special characters or symbols
- User Name and Password should not be identical

User names and passwords should be unique to you, easy to remember but difficult for others to figure out.

Upon receipt of the properly completed Individual User Account Application and a check, payable to North Carolina Rate Bureau for the annual maintenance fee, NCRB will register your User Name and Password and provide confirmation via e-mail. Upon receipt of the confirmation you will have immediate access to the database.

NCRB reserves the right to refuse or revoke an Individual User Account for failure to meet or maintain guidelines, failure to pay required fees or for other reasons deemed appropriate by NCRB.