



March 20, 2025

CIRCULAR LETTER TO ALL MEMBER COMPANIES

Re: Ceded Commercial Automobile Data Call

**Summary:**

- This circular shares recommended Ceded Commercial Automobile Data Call training opportunities
- This circular links to important documents to help carriers through the submission process
- This submission must be complete, accurate, in good order and sent to the NCRF beginning **May 3, 2025** and received no later than **June 2, 2025**

Each year, the North Carolina Reinsurance Facility (NCRF) requires member companies to submit ceded commercial automobile data. This data is used in the Facility’s annual ceded commercial automobile rate review. Companies that have not ceded any commercial business to the Facility in the last eight years do not need to participate in this data call.

**Which member companies are required to participate in the data call?**

- Companies with ceded “other than private passenger auto” liability or loss transactions from CY 2020 – 2024

**Next steps for companies required to participate in the data call:**

1. Contact David Edwards ([MDE@ncrb.org](mailto:MDE@ncrb.org)) no later than **April 11, 2025**, with:
  - a. The names of data call contact(s) and their contact information. (e-mail, phone)
  - b. NCRF Code(s), NAIC Number(s), & Company Name(s) owned by each contact.
2. (*Optional*): Data call contact(s) should sign up for one of the training sessions below:

<b>Training</b>	<b>Time</b>	<b>Date</b>
<a href="#">Ceded Commercial Auto Training Session</a>	10 AM EST	April 8, 2025
<a href="#">Ceded Commercial Auto Training Session</a>	10 AM EST	April 15, 2025

**Reason to attend training:**

This opportunity is designed to help save member companies valuable time by avoiding errors and multiple data submissions. Even if you joined last year’s training, we have new advice you will want to hear!

3. Data call contacts should review the following links before submission:
  - a. [IDC Guidebook](#): Pages 2-4 (systems access). Pages 21-23 (data call instructions)
  - b. [Data Call Layout](#): This link explains how to format each data element in the text file
  - c. [Common Errors](#): Read this and double check for errors in your data before submission
  - d. [NCRF Codes](#): Comprehensive list of class codes, limit codes, zone and territory codes
  - e. [FAQ](#): Refer to this document for questions about the data call
  
4. Submit your data via text file to the IDC website between **May 3, 2025 and June 2, 2025**.

The final due date for completed data submissions is **June 2, 2025**. The timely and accurate submission of your company's data is vital to the Facility's rate making process. To encourage timely submission, the NCRF Board of Governors has approved the implementation of a Penalty for Late Submission of Requested Data. A penalty of \$100 per day will be imposed for all late submissions that aren't complete, accurate or in good order. Member companies are urged to meet the requested due date to avoid the penalty for late submission.

If you have any questions, please contact [David Edwards](#) at (919) 582-1029 or email [MDE@ncrb.org](mailto:MDE@ncrb.org).

Sincerely,

Tom Burns

Director of Auto Operations

North Carolina Reinsurance Facility

TFB:lad

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