

NAIC Annual Statement Report Effective January 1, 2012

New Requirement:

Residential Policies and Non-Residential Policies:

All policies insuring title to real property must be classified as either **residential** or **nonresidential** (do not classify policies as "other"). Residential policies mean title insurance policies that insure the title to real property having a house, individual condominium unit, mobile home permanently affixed to real estate, or other dwelling unit intended principally for the occupancy of from one to four (1–4) families, but does not include multi-family structures intended for the use of 5+ families, undeveloped lots, or real estate intended principally for business, commercial, industrial, religious, educational or agricultural purposes even if some portion of the real estate is used for residential purposes.

The Solution:

SoftPro will use the existing **Policy Register Liability Report (legal size)** within ProForm. The report contains a column for the remarks field, which will now designate the Property Type for each policy issued. **You must have either Order Tracking or ProRemit to utilize this solution.** You will be required to enter this information as follows in order for the report to pull the data:

Agent/ Underwriter Split:	Rate Table...	BasePremium	Mult%	+/- Amount	Premium	To:
		500.00	100.00		500.00	Underwriter

(ENT/STD)

- To enter the property type for each policy issued, go to the **Title Insurance Tab**, click on the **more** button next to each policy and enter the necessary data in the **Remarks** field.
 - You may default this information in templates to save the step of entering it in each time. Example: Residential template can store “residential” in the policy remarks field.
 - You may also create a lookup table for this field to store underwriter’s specific codes or terms that you may be required to report.

How to Download the Updated Report:

If you are currently on SoftPro's Annual Maintenance Service and own SoftPro's Order Tracking module, simply login to mySoftPro at www.softprocorp.com . After logging into mySoftPro, click on **Document & Report Downloads** in the left hand column. Then, click on the "NAIC 2012" package and install. This will update your reports folder with the updated Policy Register Liability Report that includes the new data required by the NAIC.

If you are not currently on SoftPro's Annual Maintenance Service or if you would like more information on SoftPro's Order Tracking module, please **SoftPro Sales at 800-848-0143**. Please be sure to reference **SoftPro's 50% off Order Tracking Sale. This offer expires January 31, 2012.**

Miscellaneous:

- If you are currently using the policy remarks field for another purpose you have two options:
 - Have a custom report created to pull the property type data from another field of your choosing.
 - Change where you are entering your current data to another field and use the policy remark field for property type data.
- eProRemit will also pull from the policy remarks field.

Please Note:

You must have either Order Tracking or ProRemit to utilize the above solution. If your organization is interested in purchasing either product, please contact **SoftPro Sales at 800-848-0143**. Please be sure to reference **SoftPro's 50% off Order Tracking Sale. This offer expires January 31, 2012.**