

State of Delaware



DONNA LEE H. WILLIAMS
INSURANCE COMMISSIONER

841 SILVER LAKE BLVD.
DOVER, DELAWARE 19904-2465
(302) 739 - 4251
FACSIMILE (302) 739 - 5280

Department of Insurance

AGENTS' BULLETIN NO. 5

BACKGROUND INVESTIGATION REQUIREMENT

Original No. 77-7
Effective July 30, 1977
Amended April 15, 1992
Amended August 24, 1998

Must be completed upon initial resident/nonresident license application.

Title 18 Del. C., Section 1720(a)(2) requires that each applicant: "Be competent, trustworthy, financially responsible, and of good reputation. Each application for an initial license shall contain the certification of the sponsoring insurance company that it has investigated the applicant's background and that the applicant meets this requirement." **Each resident application shall further contain a statement of the applicant's criminal history, which the applicant shall obtain from the Delaware State Bureau of Identification pursuant to §8513(a)(2) of Title 11 of the Delaware Code, The resident applicant's criminal report must be attached to the initial license application.** State criminal reports are available at the following locations:

New Castle County: Troop 2
Tuesday-Thursday, 12:00-6:30 P.M. by appointment only.

Kent County: State Bureau of Identification
Monday-Thursday, 9:00-3:00 P.M. and every other Monday till 7:00 P.M. No appointment necessary.

Sussex County: Troop 4
Every other Wednesday, 12:00-6:30 P.M. by appointment only.

To request an appointment, please call Delaware State Police at (302) 739-2528.

Sponsoring insurers have the responsibility to ascertain that applicants for an initial Delaware Insurance License are in full compliance with Section 1721, such responsibility shall include the review of the applicant's retail credit report. In lieu of filing retail credit report with the Department, the sponsoring insurer or agency employer's statement of review of the retail credit report may be substituted by the following certification:

Having reviewed the retail credit report the _____ hereby certifies that
Name of Company

_____ is duly qualified for a Delaware Insurance License.
Name of Applicant

Signed

Typed Name of Official

