



STATE OF NEW YORK  
INSURANCE DEPARTMENT  
25 BEAVER STREET  
NEW YORK, NEW YORK 10004

**Supplement No. 1 to  
Circular Letter No. 15 (1998)  
March 25, 1999**

**TO: All licensed life insurers, fraternal benefit societies, charitable and segregated gift annuity societies, employee welfare funds, retirement systems, viatical settlement companies, governmental supplemental annuity funds, savings bank life insurance departments, property/casualty insurers, co-operative property/casualty insurers, financial guaranty insurers, mortgage guaranty insurers, reciprocal insurers, accident and health insurers, Article 43 Corporations, Public Health Law Article 44 health maintenance organizations and integrated delivery systems, municipal cooperative health benefit plans, accredited reinsurers, title insurers, the State Insurance Fund, the Medical Malpractice Insurance Association, the New York Property Insurance Association, the Motor Vehicle Accident Indemnification Corporation and rate service organizations**

**RE: Procedures for Reporting Hyper-Links to the Department's Website**

Circular Letter No. 15, issued December 4, 1998 provided some insight into the many features of the Department's Internet Website ([www.ins.state.ny.us](http://www.ins.state.ny.us)) This site affords the insurance industry, the legal community and consumers instant access to important insurance-related information.

The Circular Letter also expressed the Department's desire to establish direct links to all licensed entities that maintain sites on the Internet. In this way visitors to the Department's Website would be able to link directly to any licensed insurer. Accordingly, all licensed insurers were encouraged to notify the Department of their Internet addresses so that Hyper-Links could be established.

Since it appears that the Internet will become a dominant distribution channel of the future, pursuant to Section 308 of the New York Insurance Law, the following information must be filed with the Department:

- Company Name, and NAIC number;
- Company's exact Website address, Uniform Resource Locator (URL); and
- Name, title, telephone number and e-mail address of a contact person in the event that the Department needs additional information.

In cases where no Website exists, is in the planning stages or is under construction and not available to the public, a filing should be made to the Department detailing such information.

This information may be submitted on either a Lotus 123<sup>TM</sup> or Excel<sup>TM</sup> spreadsheet through the Internet by

attaching it to an e-mail. The requisite files are attached to this Circular Letter on the Department's Website located at <http://www.ins.state.ny.us> and may be downloaded from that site.

Email should be addressed to:

[Systems@ins.state.ny.us](mailto:Systems@ins.state.ny.us)

Subject: **Hyper-Links to Department's Website**

If replying in writing, please mail to :

**Hyper-Links to Department's Website**

Systems Bureau – Susan Agcaoili  
New York State Insurance Department  
Agency Building 1  
Empire State Plaza  
Albany, NY 12257:

This information should be provided to the Department no later than April 25, 1999. Any questions concerning this Circular Letter may be directed to Susan Agcaoili, Senior Insurance Examiner at (518) 473-3775.

Very truly yours,

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Neil D. Levin  
Superintendent of Insurance

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**[INSTRUCTIONS FOR UNZIPPING COMPRESSED FORMAT FILES](#)**

[Circular Letter 15 Lotus 1-2-3 WK1 Spreadsheet](#)

[Circular Letter 15 Lotus 1-2-3 WK4 Spreadsheet](#)

[Circular Letter 15 Excel 3.0 Spreadsheet](#)

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