



# COMPENSATION RATING AND INSPECTION BUREAU

60 PARK PLACE  
NEWARK, NEW JERSEY 07102  
(973) 622-6014

FREDERICK A. HUBER  
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May 1, 2017

## ADVISORY BULLETIN #53

### NEW PROCEDURE TO REQUEST EXPERIENCE RATING DATA AND UNIT STATISTICAL REPORTS

Copies of experience rating data and unit statistical reports are currently available for brokers, agents, employers and other authorized requestors upon submission of an order form accompanied by either a voucher (and check) or via a prepaid voucher.

The Rating Bureau is phasing out the current system, including the use of vouchers, in order to fill these requests in a quicker, paperless manner. In its place, the Rating Bureau is transitioning to an all-electronic system. **The new procedure and new order request forms will be mandatory for all requests received on or after July 1, 2017.** The current voucher system and order forms **must** still be used through June 30, 2017.

All requestors must establish an account with the Rating Bureau **before** any requests for experience rating data and unit statistical reports can be submitted. An account can be established beginning May 1, 2017 by completing the NJCRIB Experience Rating Data and Unit Statistical Report Account Form (available on May 1, 2017 at [www.njcrib.com](http://www.njcrib.com)) and **mailing** it to the Rating Bureau with a check in \$10.00 increments (up to a maximum of \$500.00) payable to "Compensation Rating and Inspection Bureau". The account may be replenished at any time via regular mail using the same account form. There will be no refunds of any unused funds.

Starting on July 1, 2017 and after an account has been established, requests for experience rating data and unit statistical reports shall be submitted by **email** to the Rating Bureau at [ratingusr@njcrib.com](mailto:ratingusr@njcrib.com) by attaching the new, fully completed Experience Rating Data Worksheet Order Form or Unit Statistical Report Request Order Form, along with a letter of authorization from the insured. These new order forms will be available on July 1, 2017 at [www.njcrib.com](http://www.njcrib.com). In-person requests for experience rating data and unit statistical reports will no longer be permitted effective July 1, 2017.

Effective July 1, 2017, the Rating Bureau will respond to requests for experience rating data and unit statistical reports via email only, in most cases within one business day. The email from the Rating Bureau will also include an updated account report, reflecting activity and the remaining balance in the account.

Contact Marisol Bonilla (x263) with any questions about this new procedure.

Salvatore A. Nardone  
Director of Rating Division



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## NJCRIB EXPERIENCE RATING DATA AND UNIT STATISTICAL REPORT ACCOUNT FORM

Your Company Name: \_\_\_\_\_

Your Company Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Email Address: \_\_\_\_\_

Contact Telephone Number: \_\_\_\_\_

Check # \_\_\_\_\_ Amount \$ \_\_\_\_\_ to start the Account

Check # \_\_\_\_\_ Amount \$ \_\_\_\_\_ to replenish the Account

Checks must be in increments of \$10.00 (up to \$500.00 total) and shall be made payable to: Compensation Rating and Inspection Bureau. An account can be drawn on beginning July 1, 2017. There will be no refunds of any unused funds.

Please complete the required information and mail this form along with your check to the Compensation Rating and Inspection Bureau as follows:

Compensation Rating and Inspection Bureau  
Attn: Marisol Bonilla  
60 Park Place -- 12<sup>th</sup> Floor  
Newark, New Jersey 07102