

Limited Lines Licensing Procedure Information

Following are limited lines licensing procedure information provided to us from Kelly Mackley with Storsmart Insurance. If you are with another provider for your tenant insurance, you will need to contact them to receive an appointment from their company. They will likely work with you to help facilitate this process. If you have multiple facilities that are owned by different companies, you will have to obtain a license for each company. If they are all owned by the same company, you will only need to license that company.

Step 1: Receive an appointment from your insurance carrier and have them sign the following document: <https://www.ldi.la.gov/docs/default-source/documents/licensing/producers/self-storage-addendum.pdf?sfvrsn=0>

Step 2: When you receive the above document, you may then go to <http://www.nipr.com/index.htm> to apply for licensure. The fee is \$75 from the state plus a service fee from the website. OR, you can fill out a paper application: <https://www.ldi.la.gov/docs/default-source/documents/licensing/producers/1546-b-agency-application.pdf?sfvrsn=0>

Step 3: After you have submitted an application, forward the signed document from your carrier along with a description of your employee training program to producerlicensing@ldi.la.gov (if you filled out the paper application, send it with these two documents, and a check for the application fee)

Step 4: Louisiana will issue your license if all applicable requirements are met.