Apply for a Producer or Independent Adjuster Business Entity (Agency) License

All business entity licenses require a designated responsible licensed producer (DRLP) to be assigned at application.
All business entity licenses are required to register with the Idaho Secretary of State.

Step 1	Register the agency with the Idaho Secretary of State Note: Non-Resident Instructions must use the director of the Idaho Department of Insurance as the service of process person.
Step 2	Go to NIPR: https://nipr.com
Step 3	Click the orange "**Start now**" button.
Step 4	Click "**Business Entity**," and enter your identifying information.
Step 5	On the left side of the screen, click on "**Start Application**."
Step 6	Select the license you are applying for, then click "**Next**."
Step 7	Select "**Initial**," then click "**Next**."
Step 8	Select if you are applying for a Resident or Non-Resident license, then click "**Next**."
Step 9	Select "**Idaho**," then click "**Next**."
Step 10	Select the lines you are applying for, then click "**Next**."
Step 11	Review the transaction, then click "**Next**."
Step 12	Verify your information and click "**Next**" when finished.
Step 13	Read the attestation carefully. If you agree to the attestation, click "**I accept**," then click "**Next**."
Step 14	Enter where you want the receipt sent, then click "**Next**."
Step 15	Review the information, if correct, click "**Submit**." **ALL FEES ARE NON-REFUNDABLE**
Step 16	Complete the payment screens. There may be multiple steps to this depending on your payment type.

This process may change without notice.
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