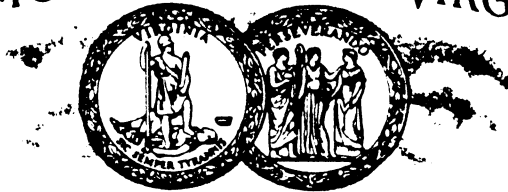


JAMES M. THOMSON
COMMISSIONER OF INSURANCE

THOMAS S. NARDO
FIRST DEPUTY COMMISSIONER

COMMONWEALTH OF VIRGINIA



BOX 1157
RICHMOND, VA. 23209
TELEPHONE (804) 786-3741

STATE CORPORATION COMMISSION BUREAU OF INSURANCE

May 30, 1985

ADMINISTRATIVE LETTER 1985-11

TO: ALL COMPANIES LICENSED TO TRANSACT PROPERTY AND
CASUALTY INSURANCE IN VIRGINIA

RE: "REFER TO COMPANY" DESIGNATIONS

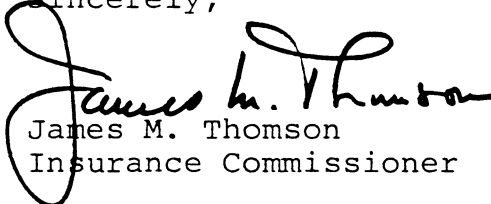
The Bureau has become aware that many companies doing business in this State may be in violation of Section 38.1-279.34 of the Code of Virginia. The area of concern is the manuals where reference is made to "Refer to Company" for certain rates or factors.

Section 38.1-279.34 of the Code of Virginia requires that all rates and supplementary rate information be filed with the State Corporation Commission on or before the date they become effective. Company developed rates and factors must be filed unless exempted from the filing requirements by specific Administrative Order(s) of the Commission.

To comply with the law, each company and/or rate service organization should file a Virginia exception page(s) for each of their manual(s) which contain "Refer to Company" designations that either (1) delete the reference entirely, (2) indicate that "Refer to Company" does not mean that the rates or factors in question are exempted from the filing requirements, or (3) file rates for each "Refer to Company" designation contained in the manual(s). The only exceptions will be for those rates or factors which have been exempted by Administrative Order(s) of the Commission.

Please review your currently filed manuals to ensure compliance with the filing requirements of Section 38.1-279.34 and this Administrative Letter.

Sincerely,


James M. Thomson
Insurance Commissioner

JMT/bt