

### **Explanatory Note – Administrative Order 11372**

Administrative Order No. 11372 establishes new, readable standard automobile forms for use in Virginia.

The Insurance Services Office, Inc.'s (ISO) Personal Auto Policy (PP 00 01 06 98) and applicable endorsements will be available as readable private passenger automobile standard forms on and after September 1, 2000. ISO provided a Grant of Permission to the Bureau of Insurance that allows all insurers (whether affiliated with ISO or not) to use the Personal Auto Policy and the applicable endorsements without violating the ISO copyright. The Grant of Permission is attached for your convenience. The Grant of Permission also includes the list of forms to which it applies.

Please note that forms PP 03 10 08 86 – Change Endorsement and PP 03 70 06 00 – Rating Information Virginia are listed in the Grant of Permission. However, these forms are not included on the list of forms approved by Administrative Order 11372. Form PP 03 10 08 86 does not contain provisions or conditions of coverage; therefore, the Bureau's approval is not necessary. The acknowledgment of Form PP 03 70 06 00 Rating Information Virginia has been handled separately under ISO Filing Designation # PP-95-ORI1.

Insurers that previously received approval to use readable versions of the Family Automobile Form (WC 3355A, edition May 1, 1958) and/or Special Package Automobile Form (WC3570A, edition January 1, 1963) can no longer use these readable versions on or after September 1, 2001. The provisions of Administrative Order No. 11372 state that readable versions of those forms are superseded as of September 1, 2001.

However, the legal language standard forms, Family Automobile Form and the Special Package Automobile Form, will continue to be available as standard forms.

Copies of the forms approved by Administrative Order 11372 can be obtained from the Bureau of Insurance by contacting:

Phyllis Oates, Senior Insurance Market Examiner  
Property and Casualty Division - Personal Lines Section  
(804) 371-9279  
(804) 371-9396 (facsimile)  
[poates@scc.state.va.us](mailto:poates@scc.state.va.us) (e-mail)

ISO is advising its participating insurers by circular that the forms approved by Administrative Order 11372 will be available through the normal ISO distribution channels. ISO will make the forms available to non-participating insurers through the ISO contact listed below.

Jeff DeTurris, CPCU  
Manager, Personal Lines  
Insurance Services Office, Inc.  
(212) 898-5733  
(212) 898-6859 (facsimile)  
[jdeturris@iso.com](mailto:jdeturris@iso.com) (e-mail)