

**11 NCAC 06A .0602 COURT RECORDS AND AFFIDAVITS REQUIRED**

An individual who has been convicted of an offense specified in G.S. 58-33-46(a)(6), shall submit to the Division the following information with the application for licensure and examination:

- (1) a copy of the entire court record including the judgment, as well as a complete criminal history check;
- (2) a copy of unconditional release or unconditional discharge from the Post Release Supervision and Parole Commission, if applicable, on the forms provided by the North Carolina Department of Correction;
- (3) if the applicant or licensee is currently employed or expects to be employed by an insurer, agency, company or firm in the business of insurance, the applicant or licensee shall submit a letter from the employer or potential employer stating that the applicant or licensee has disclosed to the employer information about the conviction;
- (4) a notarized affidavit from the applicant about the conviction; and
- (5) if applicable, a statement from the applicant's probation officer.

*History Note: Authority G.S. 58-2-40; 58-33-46(6);  
Eff. February 1, 1976;  
Readopted Eff. June 12, 1978;  
Amended Eff. April 1, 2003; October 1, 1990; April 1, 1989; July 1, 1986;  
Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. June 25, 2016.*