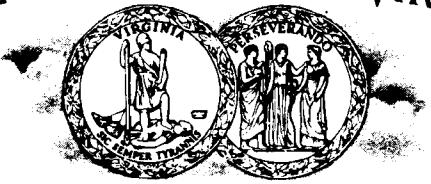


COMMONWEALTH OF VIRGINIA



STEVEN T. FOSTER
COMMISSIONER OF INSURANCE

BOX 1157
RICHMOND, VIRGINIA 23209
TELEPHONE: (804) 371-9741
TDD/VOICE: (804) 371-9375

STATE CORPORATION COMMISSION BUREAU OF INSURANCE

May 3, 1993

Administrative Letter 1993-6

**TO: RATE SERVICE ORGANIZATIONS AND ALL LICENSED PROPERTY AND
CASUALTY INSURERS IN VIRGINIA**

RE: INSTALLMENT PAYMENT PLANS

It has come to the attention of the State Corporation Commission Bureau of Insurance (Bureau) that some insurers may be charging individual insureds differing down payment amounts, based on subjective underwriting criteria.

Effective immediately, installment payment plan rules on file with the Bureau must include all available installment options, down payment requirements, and installment service charges. As in the past, a single installment payment plan filing will suffice for all lines of insurance and/or programs, for each insurer to which the filing applies.

To ensure compliance, please review the programs you currently have on file in Virginia, and file an amended manual page(s), if necessary to bring your filings into compliance with these requirements.

Sincerely,



Steven T. Foster
Commissioner of Insurance