

[PUT ON STATE LETTERHEAD]

DATE: [INSERT DATE]

CONTACT NAME: [INSERT NAME]

INSURER GROUP: [INSERT INSURER GROUP NAME]

ADDRESS: [INSERT ADDRESS,
CITY, STATE, ZIP]

FROM: [INSERT COMMISSIONER NAME AND TITLE]

SUBJECT: CLIMATE RISK SURVEY

This letter is to inform you that [insert state, commonwealth, territory] has decided to participate in the NAIC *Insurer Climate Risk Disclosure Survey (Climate Risk Survey)*. The *Climate Risk Survey* contains a set of questions that will assist regulators in assessing insurers' risk assessment and management efforts related to climate risk. Regulators may follow up with questions as necessary.

Insurers are required to submit the *Climate Risk Survey* to their domestic regulator by May 1 each year. Surveys are intended to be submitted on an insurer group basis by the group's lead individual insurer based on largest direct written premium. For the 2009 financial reporting year, completion of the *Climate Risk Survey* is mandatory for insurance groups with direct written premium over \$500 million and voluntary for all others. Your submission is due May 1, 2010.

As the lead insurer for your insurance group, you are required to submit the *Climate Risk Survey* on behalf of the insurance group. The *Climate Risk Survey* can be accessed through the following link [insert link]. The link will also be placed [insert location on state's webpage where link will be placed]. Once you begin the *Climate Risk Survey* you must complete it, as it cannot be saved and opened at a later time. The *Climate Risk Survey*, Application, and Instructions are also provided in a Microsoft Word format for your preview. You may prepare the text question in Microsoft Word and copy/paste to the survey instrument. Please note that the survey will automatically be submitted when the last question has been answered.

Sincerely,

[INSERT COMMISSIONER NAME]