



Travel Retailer Training

Please visit www.travelinsured.com for a list of available products for each state. State specific addendums, if any, are attached following this training information.

Travel Retailer Training Goals

The goals of this training are:

1. To help you, and your company (the Travel Retailer (“Retailer”)), understand the requirements of travel insurance producer licensing laws, which require your company to register under Travel Insured's travel insurance business entity producer license in order to transact travel insurance on our behalf.
2. To explain to you the definitions, rules, and our policies regarding these laws.
3. To inform you of your ethical obligations with respect to transacting insurance on our behalf.

Definition of “Travel Insurance”

States define “Travel Insurance” as meaning “coverage for personal risks incidental to planned travel, including:

1. Interruption or cancellation of trip or event;
2. Loss of baggage or personal effects;
3. Damages to accommodations or rental vehicle;
4. Sickness, accident, disability or death occurring during travel;
5. Emergency evacuation;
6. Repatriation of remains; or
7. Any other contractual obligations to indemnify or pay a specified amount to the traveler upon determinable contingencies related to travel as approved by the Commissioner.

Travel Insurance does not include major medical plans that provide comprehensive medical protection for travelers with trips lasting longer than six (6) months, including for example, those working or residing overseas as an expatriate, or any other product that requires a specific insurance producer license.

Travel Retailers

Under the laws of most states, Retailers have two ways to transact Travel Insurance with residents:

1. The Retailer may obtain its own limited lines travel insurance producer license; OR
2. The Retailer can be registered to operate under our Business Entity Producer License, so long as certain requirements, which we will describe, are met.

Rules: What you **MAY** do

As an employee of a Retailer registered under our limited lines travel insurance producer license, you **MAY** transact Travel Insurance on our behalf and under our direction, including:

1. Offering/disseminating information on our behalf, including brochures, buyer guides, descriptions of coverage, and price;
2. Referring specific coverage/feature/benefit questions to us;
3. Disseminating/processing applications for coverage, coverage selection forms, or other similar forms;
4. Collecting premiums on our behalf; and
5. Receiving/recording information to share with us.

Rules: What you MAY NOT do

As an employee of a Retailer registered under our limited lines travel insurance producer license, if the Retailer is not otherwise fully licensed as an insurance producer in all states, you MAY NOT:

1. Hold yourself out as a licensed insurer, licensed producer, or insurance expert;
2. Evaluate or interpret the technical terms, benefits, and conditions of the offered travel insurance coverage; or
3. Evaluate or produce advice concerning a prospective purchaser's existing insurance coverage.

Rules: What you MUST do

As an employee of a Retailer registered under our limited lines travel insurance producer license, you MUST:

1. Only offer the Travel Insurance products that we, as the limited lines travel insurance producer, have authorized you to offer on our behalf.
2. Be sure your company is included on our Limited Lines Travel Insurance Producer registration list.
3. Confirm that certain required disclosures are made to prospective purchasers. These must be included in marketing that you make available to prospective customers and in the travel protection plans provided to insureds. Please remember that all marketing for our travel insurance must be submitted to us for our review and approval prior to use.
4. Comply with U.S.C. 18 §1033 (Crimes by or affecting persons engaged in the business of insurance whose activities affect interstate commerce). Visit website: <https://www.law.cornell.edu/uscode/text/18/1033> for further information.

Ethics

As a travel retailer transacting Travel Insurance on our behalf, you must be honest, trustworthy, respectful of others and their property, and compliant with the law. This includes:

- Working within the parameters of the law, your authority under our Business Entity Producer License and your agency agreement.
- Displaying professional business behavior
- Understanding what you can do, can't do, and must do when transacting insurance.
- Reporting suspicious or fraudulent activity
- Avoiding deceptive practices and misrepresentation
- Being fair to all parties involved in the insurance transaction
- Avoiding conflicts of interest