**Section 2001.130 Filing of Policy Forms**

a) Policy forms, riders and endorsements must be formally filed pursuant to 50 Ill. Adm. Code 916 as follows:

1) Two copies of all forms shall be submitted in blank. If the form does not clearly indicate the place for the name of the insured, the time the insurance becomes effective, and the benefits, it will be required that the forms be completed at the time of issuance.

2) Each form must bear an identifying form number in the lower left corner of the first page. The form number is limited to 30 characters. No other date, except the inclusion of a printing date and/or designation of a state where a special edition is required will be permitted in this space.

3) The insurer shall file a letter of submission, or provide the following information in the Filing Description field under the General Information tab in the System for Electronic Rate and Form Filing (SERFF), containing:

A) The name of the form, if any, and identifying form number;

B) Whether the submission is a new form;

C) If the form is intended to supersede another, the form number of the form replaced and the date it was approved by the Department, with all changes from the previously approved form highlighted. Any changes not highlighted will not be deemed to be approved.

b) Copies of the policy forms, riders and endorsements will be retained in the files of the Department. The Department will provide notice of approval through SERFF.

c) Under no circumstances will copies of forms be returned to the company with the Department's stamp of approval on the copies. Notice of approval will be given by letter or copy of the submitted transmittal form with the Department's stamp affixed.

(Source: Section 2001.130 renumbered from Section 2001.30 and amended at 38 Ill. Reg. 2037, effective January 2, 2014)