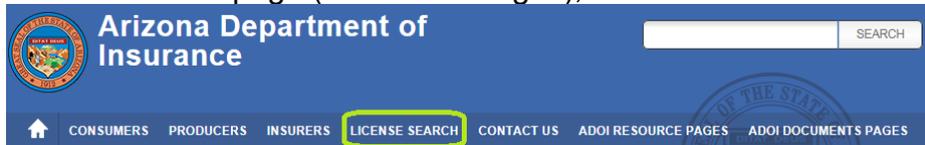




## FINDING A LICENSE RECORD

v. 20180412

1. From our home page (insurance.az.gov), click **LICENSE SEARCH**



2. Note the difference between “licensee” and “company.”

Click here for  
**INSURANCE PROFESSIONALS  
AND INSURANCE COMPANIES**  
(powered by *State Based Systems*)

View the license and associated information for

- A “**licensee**” (individual or business entity licensed as an insurance producer/agent, surplus lines broker, bail bond agent, rental car agent, self-service storage agent, etc.); or,
- A “**company**” (insurance company, life and health administrator, service company or other type of entity authorized to operate in Arizona).

3. Click the “**INSURANCE PROFESSIONALS AND INSURANCE COMPANIES**” link. This will open the State Based Systems *Lookup Search* page.

4. On the Lookup Search page:
  - a. For *Jurisdiction*, select **Arizona**.
  - b. For *Search Type*,
    - select **Licensee** to look up information about an insurance professional (individual or business entity), or
    - select **Company** to look up information about an insurance company or other insurance intermediary (third-party administrator, service company, etc.).

- After you make your selection in Step 4b, the online form will expand to include other search fields. The following is an example of a Licensee search:

[How Do I?](#) Lookup Search

Jurisdiction REQUIRED

Search Type REQUIRED

Entity Type REQUIRED      License Type  
     

Last Name      First Name      Middle Name  
           

License Number      NPN  
     

[Advanced Criteria](#)

I agree to the NAIC's [Terms and Conditions](#)

**Entity Type:** You can choose to look for an individual or business entity.

**License Type:** You can use this to restrict search results to a particular category of license, or you can leave it blank.

**NOTE:** Decide whether you want to search by name or license number or NPN. Do not enter information into all three because if anything does not exactly match, the system will not find what you are seeking.

**Name:** For an individual, you should enter the last name and part of the first name. You do not need to enter a person's full name. For a business entity, you can enter part of the name. You do not need to enter the full name.

- Make sure to check the "I agree to the NAIC's Terms and Conditions" checkbox before clicking the [Search] button.
- The system will present you with a challenge (selecting pictures containing a specified object) to verify that you are a human using the system rather than an online robot.
- Once you get passed the challenge, the system will list records that match the search criteria you entered in Step 5. The name of each licensee will be hyperlinked.

License Number	NPN	Name ↑	License Type - Status	License Status Date	Expiration Date	Is Resident?	LOAs	DBA Name	Business Address	Business Phone	Designated Home State	License Manager
99999	99999	<a href="#">Sample, This S.</a>	Insurance Producer-Active	09/07/2016	09/30/2020	Yes	Casualty (03/21/2003) Property (03/21/2003)		PHOENIX, AZ 85018-7269	(602) 364-3100		<a href="#">License Manager</a>

- If you are looking up your own license, you can click the "License Manager" link to print your license, view/print a continuing education transcript, and perform other functions.
- If you are looking up a license record for someone other than yourself, click the [hyperlinked name of the licensee](#) to view detailed information about the license.