



**RHODE ISLAND
JOINT REINSURANCE ASSOCIATION**

**Underwriting Division
Two Center Plaza
Boston, Massachusetts 02108-1904
(800) 851-8978, FAX (800) 932-6717, NEW PURCHASE FAX (800)932-6717**

December 9, 2004

To: All Rhode Island Producers

RE: **Revised Premium Installment Program-Service Fee**

The Association has filed, and the Division of Insurance has approved, an amendment to its Premium Installment Program. The Association has increased the service fee for each of the last three installment bills. The Revised Service Fees will be effective for all policies with an inception date of 1/1/2005 and later. **The revised fee is \$5 for each of the last three installment bills.**

To ensure efficient payment processing, payments should be remitted along with the original Invoice to:

Rhode Island Joint Reinsurance Association
PO BOX 9696
Manchester NH 03108-9696

Please be sure to include the policy number on the check. For complete installment plan instructions, please refer to the "Enhancements" section of rijra.com and review the related Installment Program enhancements.

If you have any questions regarding this change, please contact the Association's Consumer Service Unit.

Very Truly Yours

James H. Pappas
Vice President-Underwriting