



# The State of New Hampshire Insurance Department

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Roger A. Sevigny  
Commissioner

Alex Feldvebel  
Deputy Commissioner

January 8, 2018

**Re: Instructions and guidelines for submitting methodologies for determining the value of a total loss vehicle under Ins 1002:15**

Ins 1002:15(1)(a) requires insurers or vendors to submit its methodology for determining the amount of a total loss to the New Hampshire Insurance Department for acceptance. Insurers or vendors submitting a methodology should do so by email to [douglas.rees@ins.nh.gov](mailto:douglas.rees@ins.nh.gov).

- Submissions are confidential pursuant to RSA 91-A:5, and RSA 400-A:25 and should be labeled "Proprietary and Confidential"
- Submissions should include a brief profile of the vendor including the form of business, ownership, officers or partner's names, gross sales, number of employees, corporate and website address.
- Contact information for the vendor including name, address, phone and email should be included.
- Submissions should include or reference a specific product and or version if applicable.
- Submissions should include a brief narrative explaining the sources of data, number of data points, weighting, time frames, as well as all other factors used in adjusting or refining data points.
- Submissions should include an explanation of input variables that are subject to the user's discretion that impact the market value. These include, but are not limited to: "condition", "prior damage", "wholesale", "private party sale", "retail", "reconditioning", etc.
- Submissions should include a sample report that would be provided to the consumer showing the valuation of the loss vehicle.

Please direct any questions or submissions to Douglas Rees at New Hampshire Insurance Department, 603.271.2686 or by email at [douglas.rees@ins.nh.gov](mailto:douglas.rees@ins.nh.gov).