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**Addendum: for use with Texas Property & Casualty and Personal Lines online ExamFX courses and study guides version 20336en (P&C) and 20657en (PL), per exam content outline updates effective 9/1/2018.**

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*The following are **content additions** to supplement your existing text unless otherwise indicated:*

**Texas Statutes and Rules Common to Property and Casualty Insurance**

**C. Licensing Requirements**

**Records Maintenance**

An agent must maintain all insurance records (including all records relating to customer complaints) separate from the records of any other business of the agent.

**Notifying the Department of Certain Information**

An individual licensed as an agent must notify the Texas Department of Insurance (TDI) on a **monthly** basis of any of the following:

- A change of the mailing address;
- A felony conviction; or
- An administrative action taken against the licensee by a financial or insurance regulator of Texas, another state, or the United States.

A corporation or partnership licensed as an agent must file biographical information with the TDI for:

- Each executive officer, director, or unlicensed partner who administers the entity's operations;
- Each shareholder who is in control of the corporation or partner who has the right or ability to control the partnership; and
- If the corporation or partnership is owned, in whole or in part, by another entity, each individual who is in control of the parent entity.

A corporation or partnership must notify the Department no later than **30 days** after the date of:

- A felony conviction of a licensed agent; and
- The addition or removal of an officer, director, partner, member, or manager.

**D. Marketing Practices**

**1. Unfair/Prohibited Trade Practices**

**Rebating – *addition to the existing text:***

The state regulations do not prohibit agents from giving or providing promotional materials, educational items, articles of merchandise, or traditional courtesy commonly extended to consumers valued at **\$25 or less**.