



# NAILBA

NATIONAL ASSOCIATION OF INDEPENDENT LIFE BROKERAGE AGENCIES

The Voice of Independent Brokerage Distribution

IMPORTANT INFORMATION FOR

## NAILBA Agency Producers

### Thank you for using the NAILBA/LIMRA Anti-Money Laundering

**Training**—provided to you as a benefit by your NAILBA partner agency. This training program takes just a few minutes, but meets all federal requirements.

*Please note:* Federal law requires insurance agents and brokers to complete Anti-Money Laundering Training. You **MUST** create your own account and log-in to the AML Training System, and **MUST** complete the training on your own. It is unlawful to have someone complete the training **FOR** you. Having someone complete the training for you or using another individual's account to access the training system constitutes fraud and may be punishable under federal law.

### *It's easy to take advantage of this FREE training:*

**STEP 1:** Logon to the AML Training at the Web site provided by your agency or go to <http://www.NAILBA.org/content/agentresources/antimoneylaunderingtraining.cfm>.

**STEP 2:** If you have already completed the base training through LIMRA, simply log back into the system, checking to be sure you have noted your affiliation with your referring agency during the login process, and complete the AML training, 2008 update, or carrier specific training. The training takes about 30 minutes and insurance carriers will be notified of your completion of the course.

If you completed your initial AML training elsewhere, you can still create an account on the LIMRA site to complete training, but you will have to complete the base course in addition to the 2008 or 2009 updates. You should also complete any carrier-specific training listed on the site.

**STEP 3:** *That's all there is to it!* Please note that each carrier has their own requirements, and may have additional training on the site that must be completed to fulfill their requirements. You will also be required to complete periodic refresher training, the frequency of which will vary from carrier to carrier. Please contact the individual carriers for questions about specific company requirements.

### HOW THE NAILBA/LIMRA AML TRAINING SYSTEM WORKS:

The NAILBA/LIMRA AML training program works by using a login that is a combination of your last name and social security number. By using this information as the login, the system can link the course completion information and results to the information submitted by the insurance carriers regarding the agents with whom they do business.

**NOTE: Using incorrect or fake login information will result in results not being reported out to the insurance carriers, as there is no way to link the user back to any agent record with the insurance carrier. Enter your information carefully!**

If you have taken NAILBA/LIMRA training in the past, but forgot your password, use the "forgot password" link on the login page to access your training. **DO NOT** create a new account using incorrect or fake information simply to gain access to the course.

Using the login information, the system links the course results to the agent, and **AUTOMATICALLY** notifies the insurance carrier of course completion. You **WILL NOT** receive any notification of completion, nor is there any sort of completion page/certificate that need be sent to the insurance carrier by you.

When you submit your appointment application to any insurance carriers, you may note that you will be taking the NAILBA/LIMRA AML training. This will trigger the carrier to request completion data for you for the AML training.