



# COMMONWEALTH AUTOMOBILE REINSURERS

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## ACCOUNTING AND STATISTICAL NOTICE NO. 401

### Letter of Explanation Online

CAR is pleased to announce that the Letter of Explanation, used to notify CAR's Data Analysts of offset/onsets and producer code updates for statistical shipments over 5% error, is now an online form on CAR's website. The Over 5% Statistical Explanation form, as the online version is called, is a multi-screen application based on the original paper document. The online notifications will be routed to the Data Operations Department and forwarded to the respective Data Analyst.

The Over 5% Statistical Explanation form is available in the Statistical Edit Package in the Manuals Section of CAR's website.

Although companies are not required to use this online application, and may continue to submit hard copies of the Letter of Explanation via mail or fax, CAR would like to encourage companies to use this method as a convenient and efficient substitute.

Should you have any questions regarding how to access or complete this online form, please call your Data Analyst.

TRACY SONNEMANN  
Data Analyst