



**JULIE P. MAGEE**  
Commissioner

# State of Alabama Department of Revenue

([www.revenue.alabama.gov](http://www.revenue.alabama.gov))  
50 North Ripley Street  
Montgomery, Alabama 36132

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**MICHAEL E. MASON**  
Assistant Commissioner

**JOE W. GARRETT, JR.**  
Deputy Commissioner

**CURTIS E. STEWART**  
Deputy Commissioner

Dear Alabama Insurer:

In order to ensure that the most current motor vehicle liability insurance policy data is available for verification using Alabama's Online Insurance Verification System, insurers that are licensed to do business in Alabama are encouraged to provide their insurance data to the Alabama Department of Revenue each month. This voluntary monthly data update will reduce the number of insurance questionnaires received by Alabama vehicle owners, and will reduce the burden on vehicle owners, insurers, licensing officials and law enforcement in responding to these questionnaires.

Insurance policy data upload procedures and file format instructions are included in the Mandatory Liability Insurance Data Upload Guide available on the Department of Revenue website at: [www.revenue.alabama.gov/motorvehicle/pdf/datatransferguide.pdf](http://www.revenue.alabama.gov/motorvehicle/pdf/datatransferguide.pdf)

The Department appreciates the insurers' participation in this worthwhile effort. If additional information or assistance is needed, please contact Sherry Helms with the Motor Vehicle Division at: [sherry.helms@revenue.alabama.gov](mailto:sherry.helms@revenue.alabama.gov) or (334) 242-3000.

Respectfully,

Sherry Helms  
Alabama Department of Revenue

cc: Advisory Council members