



NOVA SCOTIA UTILITY AND REVIEW BOARD

Information Bulletin: **INS-09-01**

February 27, 2009

Mailing Address and Email Address

The Nova Scotia Utility and Review Board (the "Board") moved its automobile insurance staff from its former Terminal Road location to its main office. Effective immediately, the new mailing address for automobile insurance related items is:

**Nova Scotia Utility and Review Board
3rd Floor
1601 Lower Water Street
P.O. Box 1692, Unit "M"
Halifax, Nova Scotia
B3J 3S3**

The Board will also be deleting the Nova Scotia Insurance Review Board's generic email address, effective **March 6, 2009**. All electronic correspondence, including electronic copies of rate filing applications, must now be sent by one of the following routes:

1. Send by email to uarb.board@gov.ns.ca
2. If the filing is too large to send by email please go to www.nsuarb.ca and click on the icon "Send Files to the Board" located at the bottom right hand side of the screen. You will then be directed to the Board's file transfer instruction page. This feature is designed to accommodate large volume filings.

Please note: Email or unsecured file transfer may not be appropriate for confidential information. There is a risk, however small, that confidential filings could be intercepted by unauthorized third parties.

3. **The Board offers a secure document transfer service for confidential filings. Please contact the Board at 902-424-4448 if you wish to be setup on this system.**

Any questions or concerns relating to the mandatory filing schedule or the revised filing requirements can be directed to Doreen Friis, Clerk of the Board, (friisda@gov.ns.ca) or to Paul G. Allen, C.A., Executive Director (allenpg@gov.ns.ca).

Peter W. Gurnham, Q.C., Chair
Nova Scotia Utility and Review Board