

Dear Broker,

As you are aware, new legislation will come into effect on 1 April 2025. At RedClick due to company requirements we will ensure that Driver Numbers are captured and validated for every driver on Car or Taxi policies.

IMPORTANT: Driver number capture requirement for Motorbikes, Commercial Vehicles and Agricultural vehicles will follow later and we will provide further information on this as soon as it is appropriate. There will be no change to these policies, and we will require a copy of the Drivers Licence until further notice.

At RedClick we want to ensure a smooth transition for brokers and your customers.

Whether a policy is on *Full Cycle* or *Off Cycle*, we require that you adhere to the steps below for Irish and Non-Irish Licences for all renewals and new business from the effective date 1 April 2025.

Irish Licences

- All Driver Numbers, for the main and additional drivers must be validated through the Hub.
- To ensure a successful validation, all details including name and correct surname, date of birth and Driver Number must be entered correctly.

Manual validation will be supported in these scenarios by sending an image of the licence to us by email – PrivateMotorBroker@redclick.ie

- When the Hub is down on Relay, you receive a notification, then the manual verification question will need to be populated
- Where the customer is insisting the DOB/Surname is correct but not matching on the NDLS. The customer must be advised to contact the NDLS to ensure the incorrect information is corrected, if it isn't corrected the validation will fail at the next renewal.

NDLS Online form: <https://www.ndls.ie/contact-form.html>

NDLS Customer service: 0818 700 800.

NDLS Postal Address: National Drivers Licence Service, PO BOX 858, Southside Delivery Office, Cork

In both above cases, you must also keep a copy of the licence on file.

Non-Irish Licences

- You must gather and store a copy of the non-Irish licence prior to the inception of a policy.
- The non-Irish licence must be visually validated at the point of sale/renewal.
- Non-Irish Licences are validated by ticking "Have you manually verified the Driver Number and Date of Birth?" in Applied.
- You should enter the Driver Number from the licence along with the country of issue and these details will be used to validate.
- We will not follow up with you on non-Irish licence as you should have this prior to the inception of a new policy or renewal of an existing policy.

- We will not renew or incept a new business or process any mid-term adjustments for a policy where a non-Irish Licence has not been validated.
- In the case of non-EU (including UK) licenses you should also confirm residency.

To protect all drivers, we will not incept or renew a policy where the Driver Number has not been successfully validated prior to inception or renewal.

Similarly, we are unable to backdate any policy which has not had the Driver Number(s) validated before renewal or inception. This applies to both Irish and non-Irish licences.

If you have any queries in relation to this correspondence, please contact your Broker Development Specialist.

Thank you for your continued support.

Kind regards,



David Coffey

Ireland Intermediary Distribution Manager

RedClick