

****NOTICE****

New York State Workers' Compensation/Disability Benefits Insurance Requirements

Effective December 1, 2008, the New York State Workers' Compensation Board (WCB) has replaced Form WC/DB-100 (previously used to demonstrate exemption from WC/DB insurance requirements) with the new Certificate of Exemption (Form CE-200). Therefore, **EVERY** permittee **MUST** complete one of the following:

1. Provide current insurance policy information (see permit application/renewal Section G). Only the forms highlighted in Section G are acceptable to this office. Please contact your insurance carrier with questions.

OR

2. File a current Certificate of Exemption (CE-200) form and send with your Allegany County Department of Health permit.

If you do not provide our office with one of the above items our office cannot issue or renew your permit to operate. **Current forms MUST be attached to your application each year or the permit will be denied in accordance with the New York State Workers' Compensation Law (NYSWCL).**

An overview that clarifies the requirements and the CE-200 exemption form can be found by going to the WCB website at: www.wcb.ny.gov/content/ebiz/wc_db_exemptions/requestExemptionOverview.jsp If you need to file an exemption, the instructions for obtaining a CE-200 through NY Business Express are printed on the back of this notice.

IF YOU REQUIRE ASSISTANCE OR DO NOT HAVE INTERNET ACCESS YOU MUST CALL (877) 632-4996.

The majority of the CE-200 forms will be processed electronically. Applicants with internet access must complete the questionnaire online and print a copy of the CE-200 exemption to enclose with your permit application. Applicants that do not have internet access should contact the help line number listed above in order to request a paper form for mailing. Please note, mail applicants may take up to **4 weeks** before receiving their approved CE-200 form. To avoid delays, **ALL** applicants are strongly encouraged to use the online form. If you do not have a computer with internet access, we recommend that you use the local library as our office is unable to process these applications over the phone.