



Wisconsin Compensation Rating Bureau

GENERAL CIRCULAR LETTER 682—May 15, 2026

TO: Members of the Bureau

FROM: Beth Nickel

RE: Reminder - Add/Delete State Change (Transaction Code 15)

Attention: Policy Data Reporting Personnel

This Circular Letter is intended to clarify the intent of Transaction Code 15 (Add/Delete State Change).

Wisconsin can be added by using Transaction Code 15. To delete coverage in Wisconsin, a Transaction Code 05 (Cancellation) must be submitted. To submit any changes, submit a Transaction Code 08, 10, or 14.

Subsequent policy changes submitted via Transaction Code 15 will not update the policy.

Please contact the staff below with any questions.

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