

## TITLE COMPANIES

COMPANY NAME: \_\_\_\_\_ NAIC Company Code: \_\_\_\_\_

Contact: \_\_\_\_\_ Telephone: \_\_\_\_\_

REQUIRED FILINGS IN THE STATE OF: \_\_\_\_\_ Filings Made During the Year 2026

**\*DOMICILED COMPANIES – ALL 2025 ANNUAL STATEMENT AND 2026 QUARTERLY FILINGS ARE PERMITTED TO BE SUBMITTED ELECTRONICALLY. COMPANIES SHOULD RETAIN ONE HARD COPY TO BE FILED WITH THE MARYLAND INSURANCE ADMINISTRATION UPON REQUEST AT A LATER DATE. ELECTRONIC SIGNATURES WILL BE ACCEPTED. PLEASE SEE FILING INSTRUCTIONS BELOW**

(1) Checklist	(2) Line #	(3) REQUIRED FILING FOR THE ABOVE STATE	(4) NUMBER OF COPIES*			(5) DUE DATE	(6) FORM SOURCE* *	(7) APPLICABLE NOTES
			Domestic		Foreign			
			State	NAIC	State			
<b>I. NAIC FINANCIAL STATEMENTS</b>								
	1	Annual Statement (8 ½" x 14")		EO		3/1	NAIC	
	1.1	Printed Investment Schedule detail (Pages E01-E30)		EO	xxx	3/1	NAIC	
	2	Quarterly Financial Statement (8 ½" x 14")		EO		5/15, 8/15, 11/15	NAIC	
<b>II. NAIC SUPPLEMENTS</b>								
	11	Actuarial Opinion		EO		3/1	Company	
	12	Investment Risk Interrogatories		EO		4/1	NAIC	
	13	Management Discussion & Analysis		EO		4/1	Company	
	14	Schedule SIS		N/A	N/A	3/1	NAIC	
	15	Supplemental Compensation Exhibit		N/A	N/A	3/1	NAIC	
	16	Supplemental Schedule of Business Written By Agency		N/A		4/1	NAIC	
<b>III. ELECTRONIC FILING REQUIREMENTS</b>								
	61	Annual Statement Electronic Filing	xxx	EO	xxx	3/1	NAIC	
	62	March .PDF Filing	xxx	EO	xxx	3/1	NAIC	
	63	Supplemental Electronic Filing	xxx	EO	xxx	4/1	NAIC	
	64	Supplemental .PDF Filing	xxx	EO	xxx	4/1	NAIC	
	65	Quarterly Statement Electronic Filing	xxx	EO	xxx	5/15, 8/15, 11/15	NAIC	
	66	Quarterly .PDF Filing	xxx	EO	xxx	5/15, 8/15, 11/15	NAIC	
	67	June .PDF Filing	xxx	EO	xxx	6/1	NAIC	
<b>IV. AUDIT/INTERNAL CONTROL RELATED REPORTS</b>								
	81	Accountants Letter of Qualifications		EO	N/A	6/1	Company	
	82	Audited Financial Reports		EO		6/1	Company	
	83	Audited Financial Reports Exemption Affidavit		N/A	N/A		Company	
	84	Communication of Internal Control Related Matters Noted in Audit		EO	N/A	8/1	Company	
	85	Independent CPA (change)						Filings should be submitted to the Maryland Insurance Administration via email at: <a href="mailto:cafilings.mia@maryland.gov">cafilings.mia@maryland.gov</a>
				N/A	N/A		Company	
	86	Management's Report of Internal Control Over Financial Reporting		N/A	N/A	8/1	Company	
	87	Notification of Adverse Financial Condition		N/A	N/A		Company	
	88	Relief from the five-year rotation requirement for lead audit partner		EO		3/1	Company	
	89	Relief from the one-year cooling off period for independent CPA		EO		3/1	Company	
	90	Relief from the Requirements for Audit Committees		EO		3/1	Company	

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			Domestic		Foreign			
			State	NAIC	State			
	91	Request for Exemption to File Management's Report of Internal Control Over Financial Reporting		N/A	N/A		Company	
		<b>V. STATE REQUIRED FILINGS***</b>						
	101	Corporate Governance Annual Disclosure***		0			Company	
	102	Filings Checklist (with Column 1 completed)		0			State	
	103	Form B-Holding Company Registration Statement		0			Company	
	104	Form F-Enterprise Risk Report ***		0			Company	
	105	ORSA ****		0			Company	
	106	State Filing Fees		0			State	
	107	Signed Jurat	xxx	0			NAIC	
	108	Group Capital Calculation ( <b>File with lead state only</b> )		0				§ 7-603 Bulletin 24-17 Annual Group Capital Calculation.
	109							
	110	Premium Tax Statement	1	0	1	3/15	State	6-102 of the Insurance Article  ANNUAL PREMIUM TAX STATEMENT FILINGS: IT IS RECOMMENDED THAT COMPANIES FILE THROUGH OPTINS. PLEASE SEE MIA WEBSITE FOR FURTHER INSTRUCTIONS.  <a href="https://insurance.maryland.gov/Pages/premium-tax/index.aspx">https://insurance.maryland.gov/Pages/premium-tax/index.aspx</a>  Email questions to: <a href="mailto:premiumtaxfiling.mia@maryland.gov">premiumtaxfiling.mia@maryland.gov</a>
	111	Maryland Retaliatory Deposit Schedule (see NOTES and INSTRUCTIONS below)	1	0	xxx	4/1		For Arizona, California or Massachusetts companies writing Workers' Compensation in Maryland

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			Domestic		Foreign			
			State	NAIC	State			
	112	Certificate of Compliance for Advertising	1	0	1		State	<a href="https://marylandinsurance.jotform.com/233413921219047">https://marylandinsurance.jotform.com/233413921219047</a>  Certificates of Compliance for Advertising – Advertisements of All Insurance Contracts Which Include Any Accident, Sickness, Hospital, Surgical or Medical Coverages COMAR 31.15.02.18
						3/1		

\*If XXX appears in this column, this state does not require this filing, if hard copy is filed with the state of domicile and if the data is filed electronically with the NAIC. If N/A appears in this column, the filing is required with the domiciliary state. EO (electronic only filing).

\*\*If Form Source is NAIC, the form should be obtained from the appropriate vendor.

\*\*\*For those states that have adopted the NAIC Corporate Governance Annual Disclosure Model Act, an annual disclosure is required of all insurers or insurance groups by June 1. The Corporate Governance Annual Disclosure is a state filing only and should not be submitted by the company to the NAIC. Note however that this filing is intended to be submitted to the lead state if filed at the insurance group level. For more information on lead states, see the following NAIC URL: [http://www.naic.org/public\\_lead\\_state\\_report.htm](http://www.naic.org/public_lead_state_report.htm).

\*\*\*\*For those states that have adopted the NAIC updated Holding Company Model Act, a Form F Filing is required annually by holding company groups. Consistent with the Form B filing requirements, the Form F is a state filing only and should not be submitted by the company to the NAIC. Note however that this filing is intended to be submitted to the lead state. For more information on lead states, see the following NAIC URL: [http://www.naic.org/public\\_lead\\_state\\_report.htm](http://www.naic.org/public_lead_state_report.htm)

\*\*\*\*\*For those states that have adopted the NAIC Risk Management and Own Risk and Solvency Assessment Model Act, a summary report is required annually by insurers and insurance groups above a specified premium threshold. The ORSA Summary Report is a state filing only and should not be submitted by the company to the NAIC. Note however that this filing is intended to be submitted to the lead state if filed at the insurance group level. For more information on lead states, see the following NAIC URL: [http://www.naic.org/public\\_lead\\_state\\_report.htm](http://www.naic.org/public_lead_state_report.htm)

NOTES AND INSTRUCTIONS (A-K APPLY TO ALL FILINGS)		
A	Required Filings Contact Person: Attn: Greg Ricci <a href="mailto:holdingcompanyfiling.mia@maryland.gov">holdingcompanyfiling.mia@maryland.gov</a>	
B	DOMESTIC COMPANIES - INSTRUCTIONS <b>Electronic Filing Instructions:</b> Completed Annual Statement, Quarterly Statement and related supplemental filings should be submitted to the Maryland Insurance Administration via email at: <a href="mailto:eafilings.mia@maryland.gov">eafilings.mia@maryland.gov</a>  Holding company filings (Forms A, B, C, D, E, F, and <a href="#">Corporate Governance Annual Disclosure</a> ) should be submitted to the Maryland Insurance Administration via email at: <a href="mailto:holdingcompanyfiling.mia@maryland.gov">holdingcompanyfiling.mia@maryland.gov</a>	
C	DOMESTIC COMPANIES - INSTRUCTIONS <b>Electronic Signatures:</b> Electronic filings should contain electronic signatures  The MIA generally instructs companies to file certain documents in hard copy form with original (wet) signature, and in some cases sent	

		via certified mail or first-class and with notary requirements. The hard copy, original (wet) signature, and related filing requirements are currently waived, however, companies are expected to file the documents electronically. The electronic filing should contain electronic signatures. The companies should retain a hard copy so that they can file the hard copy, at a later date if requested by the Maryland Insurance Administration. With respect to the hard copies to be filed, the requirement for wet signatures is waived.	
	D	Mailing Address: Examination and Auditing Unit Maryland Insurance Administration 200 St. Paul Place, Suite 2700 Baltimore, MD 21202	
	E	Mailing Address for Filing Fees: Maryland Insurance Administration Attn: Fiscal Services 200 St. Paul Place, Suite 2700 Baltimore, MD 21202	
	F	Mailing Address for Premium Tax Payments: Maryland Insurance Administration Attn: Fiscal Services 200 St. Paul Place, Suite 2700 Baltimore, MD 21202	
	G	Delivery Instructions: Electronic postmark on or before due date	
	H	Late Filings: Subject to penalty and interest	
	I	Original Signatures: Yes	Domestic insurers – electronic signatures will be accepted for all filings.
	J	Signature/Notarization/Certification: Yes	Domestic insurers – Notarization/Certification should be electronic, if possible.
	K	Amended Filings: Yes	
	L	Exceptions from normal filings: Approval must be in writing	
	M	Bar Codes (State or NAIC): NAIC	
	N	Signed Jurat:	Signed Jurat page is no longer required for foreign insurers. Domestic insurers – Jurat page should contain electronic signatures.
	O	NONE Filings: Yes	
	P	Filings new, discontinued or modified materially since last year: Yes	
	Q	Line 103, Insurance Holding Company System Model Regulation, Form F, Enterprise Risk Report (Model 450-27)	Refer to Section 7-603(h) of the Insurance Article.
	R	Retaliatory Deposit Schedule	Email to <a href="mailto:Gilbert.Mendoza@maryland.gov">Gilbert.Mendoza@maryland.gov</a>
	S	Additional Questions:	Refer to “Reports due from Regulated entities to the Maryland Insurance Administration” found on the Mia website at <a href="http://insurance.maryland.gov/Insurer/">http://insurance.maryland.gov/Insurer/</a>

			<u>Pages/companyfilingRequirements.as px</u> , under Summary of Maryland Required Filings

## General Instructions For States to Complete Checklist

Each checklist is divided into five sections. The first section contains the major NAIC filings. The second section lists all of the NAIC supplements, whether they are to be bound into the statement or not. The third section lists items to be filed electronically with the NAIC. The fourth section is a list of all of the filings related to the audited financial statements. The fifth section lists state-specific filing requirements. **The items in the first four sections should remain in the same order as the examples.** This will enable companies to locate common information about a particular filing from each state. Finally, there is a section of notes to the instructions. The purpose of the Notes is to provide companies with state-specific information in a standard format. You may require more notes than provided; however, **the first notes should remain in the same order and format for each state.** Each state-specific note should contain state-specific instructions where any state deviates from specific NAIC instructions. The state should mail the company instructions to companies along with the checklist or post these instructions to its website. New requirements or changes to the checklists will be highlighted for your convenience.

**Please Note:** **Your state's requirements for companies to file with the NAIC should be incorporated into this Checklist.**

### **Column 1          Checklist**

This column provides the company a method for marking completed forms or filings.

### **Column 2          Line #**

Refers to a standard filing number used for easy reference and which may change from year to year, but should remain the same between states (i.e., number 61 - Annual Statement Electronic Filing is the same for all jurisdictions.). States may expand the State Required Filings Section to include up to 100 filings required by any individual state.

### **Column 3          Required Filings**

Name of item or form to be filed. Each section is alphabetized. Please note that the items shown under "State Required Filings" may not apply to your state. The items included are those that a significant number of states require. Please add your state-specific filings in Section V.

**Group Capital Calculation has been added to the "State Required Filings" section of the checklist.**

If more than one state page is required from each company, please insert this requirement under "State Required Filings." Likewise, if your state requires the Risk-Based Capital from your domestic companies to be filed with you in addition to companies filing this with the NAIC, please insert this requirement under "State Required Filings."

The 1999 *Annual Statement Instructions* were modified to waive paper filings of certain NAIC supplements (those supplements previously included in the Electronic Filing Pilot Project) and certain investment schedule detail, if such investment schedule data is available to the states via the NAIC database. The checklists have been modified to reflect this action taken by the Blanks (EX) Task Force. XXX appears in the "Number of Copies" "Foreign" column for the appropriate schedules and exhibits. If you are deviating from the *Annual Statement Instructions* and wish to have these items filed in hard copy with your department, you should remove XXX from this column and insert the number of copies required. You should also make a note to companies that an additional copy is not required if these schedules are bound in the Annual Statement.

### **Column 4          Number of Copies**

This column indicates the number of copies that a foreign or domestic company is required to file for each type of form. The 1999 *Annual Statement Instructions* were modified to exclude the requirement for filing paper copies of investment schedules from foreign companies if the data is captured on the NAIC database. The 1999 *Annual Statement Instructions* were modified to include the supplements that were part of the Electronic Filing Pilot. An XXX appears in the foreign column, if the schedule or supplement is included in either of these instructions. If you require paper copies of these schedules or supplements, you should remove XXX from this column and insert the number of copies required. An N/A appears in this column if the filing is only required with the state of domicile according to the NAIC *Annual Statement Instructions*. This does not preclude any state from requesting these documents from any company. If you wish to request the documents, simply remove the XXX or N/A and insert the number of copies that you require.

**Column 5      Due Date**

Due Date indicates the date a filing is required with the state insurance regulatory authority. If you do not require a specific filing, please replace the date with XXX. Use Note E to explain any other filing instructions regarding due dates.

**Column 6      Form Source**

This column contains one of three words: "NAIC," "State," or "Company," If this column contains "NAIC," the company must obtain the forms from the appropriate vendor. If this column contains "State," the state will provide the forms with the filing instructions. If this column contains "Company," the company, or its representative (e.g., its CPA firm), is expected to provide the form based upon the appropriate state instructions or the NAIC *Annual Statement Instructions*. Insert a "#" sign after the form source where the state has changed the requirements since last year or the item is a new NAIC blank. Do not insert a "#" sign if the NAIC blank has changed, as this would lead to many "#" signs, making its use somewhat meaningless.

**Column 7      Applicable Notes**

This column contains references to the Notes and Instructions that apply to each item. However, Notes A-K apply to all filings.

**Item 85**

Insert specific instructions related to appointment or change in Independent CPA.