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BULLETIN 02-3

To: President, All Licensed Insurance Companies, HMOs, Non-Profits, Dental Plans, MCO's, Fraternal Benefit Societies, etc.

Re: 2001 Premium Tax and Annual Filing Requirements

Date: January 17, 2002

This notice is to advise you that certain forms that are required to be filed with the Administration and were previously mailed to you each year, will only be available through our website, www.mdinsurance.state.md.us.

Premium Tax Forms:

Effective with the calendar year 2001 annual premium tax report, which is due March 15, 2002, all insurers that are required to file this report can do so electronically on-line, by visiting the Administration's website. The Administration strongly encourages all insurers required to file premium tax returns to use this secure, accurate, state-of-the-art tax report filing system. The premium tax electronic filing system can be accessed by logging onto the Administration's website (www.mdinsurance.state.md.us), clicking on "insurer services", clicking on "premium taxes", and clicking on "on-line filing". The system will then prompt you to enter your company ID and your unique personal identification number (PIN).

Your PIN was provided to you in June 2001, however, if you have forgotten your PIN or if you are a newly licensed insurer and have not been assigned a PIN, please call Cal Gorman at 410-468-2125 or Mary Anne Kohler at 410-468-2109. Blank printable forms for the current and prior years are also available on the website.

Annual Statement Filing Requirements:

The “Annual Statement Filing Requirements” is a comprehensive checklist of the various documents required to be filed, the number of copies to be filed, due dates, source of forms, and important instructions regarding 2002 filings. This checklist can be found by logging onto the Administration’s webpage, clicking on “insurer services” and clicking on “company filing requirements”. Questions regarding Annual Statement filings should be directed to Cal Gorman at 410-468-2125.

Health Care Regulatory Assessment and Insurance Regulation Assessment Form:

This form, which is due March 1, 2002, provides information critical to the Administration in calculating the assessment due for both the Health Care Regulatory Fund and the Insurance Regulatory Fund. The form, which is available on the Administration’s webpage by clicking “insurer services”, then clicking on “company filing requirements”, is to be printed, completed, and mailed to the Administration. Questions regarding the completion of the form should be directed to Denise Vrablic at 410-468-2373.

Steven B. Larsen
Insurance Commissioner