

STATE OF IDAHO  
DEPARTMENT OF INSURANCE  
700 WEST STATE STREET, 3RD FLOOR  
PO BOX 83720  
BOISE, ID 83720-0043  
PHONE (208) 334-4250  
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**INSTRUCTIONS FOR COMPLETING AND FILING  
SCHEDULE FOR ALLOCATION OF FIRE PREMIUMS  
FIRE & PROPERTY COMPANIES**

1. Read these instructions carefully before completing the Schedule for Allocation of Fire Premiums. If there are any questions regarding this filing, contact the Premium Tax Section at (208) 334-4281 or (208) 334-4282.
2. All companies **MUST** complete and return this schedule on or before March 1.
3. **A copy of the Annual Statement Idaho Business Page, Exhibit of Premium and Losses must be attached**, regardless of negative premiums or if no business was written.
4. **Original signed form must be submitted.** (Idaho Code § 41-402) If you need additional instructions contact this office at a telephone number listed in Item 1.
5. The Idaho Certificate of Authority Number (C/A No.) box must be completed. Enter your Company NAIC Identification Number in the box provided. The company name, address and state of domicile must be completed, as all correspondence will be sent to this address.
6. Column 1 - Identifies with the ATTACHED Annual Statement Idaho Business Page 19, Line of Business.
7. Column 2 - Premium amounts must agree with Annual Statement Idaho Business Page 19, Column 1 less Column 3. **Do report negative premiums.**
8. Column 3 - Indicate what percent of each **policy** is actually allocated for fire coverage. Zero percentages **must** be indicated, do not leave blank. Please round the percentage rate to two decimal points. (i.e. 3.98%). **This is not a tax issue. Do not use domicile state premium tax percent rates.**
9. Column 4 - **Must be calculated.** Column 2 - Premiums multiplied by the two decimal point percentage in Column 3.
10. Enter Total Amount of Premiums Allocated to Fire at the bottom of Column 4.
11. This schedule must be signed and dated by an officer of the company. Unsigned forms will be considered incomplete.
12. All questions concerning this schedule will be directed to the contact person; therefore, include a direct telephone number and extension.