

**TITLE COMPANIES**

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

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

REQUIRED FILINGS IN THE STATE OF: **IDAHO** Filings Made During the Year 2009

**\*If XXX appears in this column, no filing is required if data is filed electronically with the NAIC.**

(1) Check- List	(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 1/2" x 14")	2	EO	xxx	3/1	NAIC	See Notes E,F&L
	1.1	Printed Investment Schedule detail (Pages E01-E27)	2	EO	xxx	3/1	NAIC	
	2	Quarterly Financial Statement (8 1/2" x 14")	2	EO	xxx	5/15, 8/15, 11/15	NAIC	See Note O
<b>II. NAIC SUPPLEMENTS</b>								
	11	Investment Risk Interrogatories	2	EO	xxx	4/1	NAIC	
	12	Management Discussion & Analysis	2	EO	xxx	4/1	Company	
	13	Schedule SIS	2	N/A	N/A	3/1	NAIC	
	14	Statement of Actuarial Opinion	2	EO	xxx	3/1	Company	
	15	Supplemental Compensation Exhibit	2	N/A	N/A	3/1	NAIC	
	16	Supplemental Schedule of Business Written By Agency	2	EO	xxx	4/1	NAIC	
<b>III. ELECTRONIC FILING REQUIREMENTS</b>								
	40	Annual Statement Electronic Filing	xxx	1	xxx	3/1	NAIC	
	41	March .PDF Filing	xxx	1	xxx	3/1	NAIC	
	42	Supplemental Electronic Filing	xxx	1	xxx	4/1	NAIC	
	43	Supplemental .PDF Filing	xxx	1	xxx	4/1	NAIC	
	44	Quarterly Statement Electronic Filing	xxx	1	xxx	5/15, 8/15, 11/15	NAIC	
	45	Quarterly .PDF Filing	xxx	1	xxx	5/15, 8/15, 11/15	NAIC	
	46	June .PDF Filing	xxx	1	xxx	6/1	NAIC	
<b>IV. AUDITED FINANCIAL STATEMENTS</b>								
	61	Accountants Letter of Qualifications	2	N/A	N/A	6/1	Company	
	62	Audited Financial Statements	2	EO	xxx	6/1	Company	
	63	Audited Financial Statements Exemption Affidavit	0	N/A	N/A		Company	
	64	Independent CPA	0	N/A	N/A		Company	
	65	Notification of Adverse Financial Condition	2	N/A	N/A	6/1	Company	
	66	Report of Significant Deficiencies in Internal Controls	2	N/A	N/A		Company	
	67	Request for Exemption to File	1	N/A	N/A		Company	
<b>V. STATE REQUIRED FILINGS</b>								
	101	Filings Checklist (with Column 1 completed)	0	0	0	3/1	State	
	102	State Filing Fees	1	0	1	3/1	State	See Note P
	103	Signed Jurat	2	xxx	1	3/1	NAIC	See Note L
	104	Premium Tax	1	N/A	1	3/1	State	
	105	Certificate of Compliance	0	N/A	1	3/1	State	See Note Q
	106	Certificate of Deposit	0	N/A	1	3/1	State	See Note R
	107							
	108							
	109							

\*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.

NOTES AND INSTRUCTIONS (A-K APPLY TO ALL FILINGS)		
A	Required Filings Contact Person:	
	Financial Statements:	Carol Anderson (208) 334-4309 <a href="mailto:carol.anderson@doi.idaho.gov">carol.anderson@doi.idaho.gov</a> Martha Smith (208) 334-4315 <a href="mailto:martha.hopper@doi.idaho.gov">martha.hopper@doi.idaho.gov</a>
	Premium Taxes & Continuation Fees:	Kathy Miller (208) 334-4282 <a href="mailto:kathy.miller@doi.idaho.gov">kathy.miller@doi.idaho.gov</a>
B	Mailing Address:	Idaho Department of Insurance 700 West State Street 3 <sup>rd</sup> Floor PO Box 83720 Boise, ID 83720-0043
C	Mailing Address for Filing Fees:	Same as above
D	Mailing Address for Premium Tax Payments:	Same as above
E	Delivery Instructions:	All <u>hardcopy</u> filings must be postmarked no later than the indicated due date. If the due date falls on a weekend or holiday, then the deadline is extended to the next business day.
F	Late Filings:	Foreign company electronic filings will be deemed filed based on the date the NAIC marks the filing as received. Electronic filings that are initially rejected due to validation errors and subsequently marked received when accepted by the NAIC may be subject to late filing penalties. Foreign company filings submitted to the Department in lieu of being filed electronically with the NAIC, will be deemed filed based on the postmark. Domestic hardcopy filings will be deemed filed based on the postmark date. Companies will be fined \$25.00 per day for a late filing.
G	Original Signatures:	Required for domestic companies. <b>Not Required for foreign companies</b>
H	Signature/Notarization/Certification:	Required for domestic companies. <b>Not Required for foreign companies</b>
I	Amended Filings:	To be submitted with cover letter and Jurat signed by top two officers.
J	Exceptions from normal filings:  <b>Extensions and/or exemptions DO NOT apply to premium tax and fee filings.</b>	Requests for extensions for a period of 30 days or less beyond the regular due date or exemptions, <b>from filing the annual statement only</b> , will not be required providing the domiciliary state has granted the extension or exemption

			and notified the NAIC. Extensions beyond 30 days will require written request for extension prior to expiration of the initial 30 day period, and domiciliary approval.
	K	Bar Codes (State or NAIC):	Not Required
	L	Signed Jurat:  Foreign Companies submit copy of Jurat with annual filing only. <b>Do not file quarterly Jurat pages.</b>	Domestics - Original Signature, Notarization/Certification required. <b>FOREIGN COMPANIES – This state waives foreign insurers from filing printed annual statements and supplements. Foreign insurers instead file with us a copy of a Signed Jurat page as confirmation of NAIC electronic filing.</b>
	M	NONE Filings:	See NAIC Annual Statement Instructions for Supplemental Interrogatories.
	N	Filings new, discontinued or modified materially since last year:	None
	O	Quarterly Financial Statement  <b>Foreign –Do not file quarterly statements or Jurat pages</b>	Foreign companies: Domestics must file two printed statements and any attachments.
	P	Continuation Fee	Continuation Fee Statement is included with the Premium Tax Filings.
	Q	Certificate of Compliance	Most current Certificate <b>MUST BE PROVIDED with the March 1 filing</b> , even if state of domicile issues Certificates after the March 1 due date. Certificate must be an <b>original</b> ; copies will not be accepted.
	R	Certificate of Deposit	Most current Certificate <b>MUST BE PROVIDED with the March 1 filing</b> , even if state of domicile issues Certificates after the March 1 due date. Certificate must be an <b>original</b> ; copies will not be accepted.

**General Instructions  
For Companies to Use Checklist**

**Please Note:** This state's instructions for companies to file with the NAIC are included in this Checklist. The NAIC will not be sending their own checklist this year.

**Electronic filing is intended to include filing via the Internet or filing via diskette with the NAIC. Companies that file with the NAIC via the Internet are not required to submit diskettes to the NAIC. Companies are not required to file hard copy filings with the NAIC.**

**Column (1) (Checklist)**

Companies may use the checklist to submit to a state, if the state requests it. Companies should copy the checklist and place an "x" in this column when mailing information to the state.

**Column (2) (Line #)**

Line # refers to a standard filing number used for easy reference. This line number may change from year to year.

**Column (3) (Required Filings)**

Name of item or form to be filed.

The *Annual Statement Electronic Filing* includes the annual statement data and all supplements due March 1, per the *Annual Statement Instructions*. This includes all detail investment schedules and other supplements for which the *Annual Statement Instructions* exempt printed detail.

The *March .PDF Filing* is the .pdf file for the annual statement, detail for investment schedules and all supplements due March 1.

The *Supplemental Electronic Filing* includes all supplements due April 1, per the *Annual Statement Instructions*.

The *Supplemental .PDF Filing* is the .pdf file for all supplements due April 1.

The *Quarterly Electronic Filing* includes the quarterly statement data.

The *Quarterly .PDF Filing* is the .pdf for quarterly statement data.

The *June .PDF Filing* is the .pdf file for the Audited Financial Statements.

**Column (4) (Number of Copies)**

Indicates the number of copies that each foreign or domestic company is required to file for each type of form. The Blanks (E) Task Force modified the 1999 *Annual Statement Instructions* to waive paper filings of certain NAIC supplements and certain investment schedule detail, if such investment schedule data is available to the states via the NAIC database. The checklists reflect this action taken by the Blanks (EX4) Task Force. XXX appears in the "Number of Copies" "Foreign" column for the appropriate schedules and exhibits. **Some states have chosen to waive printed quarterly and annual statements from their foreign insurers and to rely upon the NAIC database for these filings. This waiver could include supplemental annual statement filings. The XXX in this column might signify that the state has waived the paper filing of the annual statement and all supplements.**

**Column (5) (Due Date)**

Indicates the date on which the company must file the form.

**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

(generally, on its web site). 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*.

**Column (7) (Applicable Notes)**

This column contains references to the Notes to the Instructions that apply to each item listed on the checklist. The company should carefully read these notes before submitting a filing.