

PROPERTY & CASUALTY INSURERS

COMPANY NAME: _____ NAIC Company Code: _____

Contact: _____ Telephone: _____

REQUIRED FILINGS IN THE STATE OF: MONTANA Filings Made During the Year 2024

(1) Checklist	(2) Line #	(3) REQUIRED FILINGS FOR THE ABOVE STATE	(4) NUMBER OF COPIES*			(5) DUE DATE	(6) FORM SOURCE**	(7) APPLICABLE NOTES
			Domestic		Foreign			
			State	NAIC				
I. NAIC FINANCIAL STATEMENTS								
	1	Annual Statement (8 ½” x 14”)	1	EO	xxx	3/1	NAIC	O
	1.1	Printed Investment Schedule detail (Pages E01-E29)	1	EO	xxx	3/1	NAIC	
	2	Quarterly Financial Statement (8 ½” x 14”)	1	EO	xxx	5/15, 8/15, 11/15	NAIC	P
	3	Protected Cell Annual Statement	1	0	xxx	3/1	NAIC	
	4	Combined Annual Statement (8 ½” x 14”)	1	EO	xxx	5/1	NAIC	
II. NAIC SUPPLEMENTS								
	11	Accident & Health Policy Experience Exhibit	1	EO	xxx	4/1	NAIC	
	12	Actuarial Opinion	1	EO	xxx	3/1	Company	U
	13	Actuarial Opinion Summary	1	N/A	xxx	3/15	Company	
	14	Bail Bond Supplement	1	EO	xxx	3/1	NAIC	
	15	Combined Insurance Expense Exhibit	1	EO	xxx	5/1	NAIC	
	16	Credit Insurance Experience Exhibit	1	EO	xxx	4/1	NAIC	
	17	Cybersecurity and Identity Theft Insurance Coverage Supplement	1	EO	xxx	4/1	NAIC	
	18	Director and Officer Insurance Coverage Supplement	1	EO	xxx	3/1, 5/15, 8/15, 11/15	NAIC	
	19	Exhibit of Other Liabilities By Lines of Business as Reported on Line 17 of the Exhibit of Premiums and Losses	1	EO	xxx	3/1	NAIC	
	20	Financial Guaranty Insurance Exhibit	1	EO	xxx	3/1	NAIC	
	21	Insurance Expense Exhibit	1	EO	xxx	4/1	NAIC	
	22	Life, Health & Annuity Guaranty Association Assessable Premium Exhibit, Parts 1 and 2	1	EO	xxx	4/1	NAIC	
	23	Long-Term Care Experience Reporting Forms	1	EO	xxx	4/1	NAIC	
	24	Management Discussion & Analysis	1	EO	xxx	4/1	Company	
	25	Market Conduct Annual Statement Premium Exhibit for Year	1	EO	xxx	3/1	NAIC	
	26	Medicare Part D Coverage Supplement	1	EO	xxx	3/1, 5/15, 8/15, 11/15	NAIC	
	27	Medicare Supplement Insurance Experience Exhibit	1	EO	xxx	3/1	NAIC	
	28	Mortgage Guaranty Insurance Exhibit	1	EO	xxx	4/1	NAIC	
	29	Premiums Attributed to Protected Cells Exhibit	1	EO	xxx	3/1	NAIC	
	30	Private Flood Insurance Supplement	1	EO	xxx	4/1	NAIC	
	31	Reinsurance Attestation Supplement	1	EO	xxx	3/1	Company	
	32	Exceptions to Reinsurance Attestation Supplement	1	N/A	xxx	3/1	Company	
	33	Reinsurance Summary Supplemental	1	EO	xxx	3/1	NAIC	
	34	Risk-Based Capital Report	1	EO	xxx	3/1	NAIC	
	35	Schedule SIS	1	N/A	N/A	3/1	NAIC	
	36	Supplement A to Schedule T	1	EO	xxx	3/1, 5/15, 8/15, 11/15	NAIC	
	37	Supplemental Compensation Exhibit	1	N/A	N/A	3/1	NAIC	
	38	Supplemental Health Care Exhibit (Parts 1 and 2)	1	EO	xxx	4/1	NAIC	
	39	Supplemental Investment Risk Interrogatories	1	EO	xxx	4/1	NAIC	
	40	Supplemental Schedule for Reinsurance Counterparty Reporting Exception – Asbestos and Pollution Contracts	1	EO	xxx	3/1	NAIC	
	41	Trusteed Surplus Statement	1	EO	xxx	3/1, 5/15, 8/15, 11/15	NAIC	
III. ELECTRONIC FILING REQUIREMENTS								
	61	Annual Statement Electronic Filing	xxx	EO	xxx	3/1	NAIC	
	62	March .PDF Filing	xxx	EO	xxx	3/1	NAIC	
	63	Risk-Based Capital Electronic Filing	xxx	EO	N/A	3/1	NAIC	
	64	Risk-Based Capital .PDF Filing	xxx	EO	N/A	3/1	NAIC	
	65	Combined Annual Statement Electronic Filing	xxx	EO	xxx	5/1	NAIC	

(1) Checklist	(2) Line #	(3) REQUIRED FILINGS FOR THE ABOVE STATE	(4) NUMBER OF COPIES*			(5) DUE DATE	(6) FORM SOURCE**	(7) APPLICABLE NOTES
			Domestic		Foreign			
			State	NAIC	State			
	66	Combined Annual Statement .PDF Filing	xxx	EO	xxx	5/1	NAIC	
	67	Supplemental Electronic Filing	xxx	EO	xxx	4/1	NAIC	
	68	Supplemental .PDF Filing	xxx	EO	xxx	4/1	NAIC	
	69	Quarterly Statement Electronic Filing	xxx	EO	xxx	5/15, 8/15, 11/15	NAIC	
	70	Quarterly .PDF Filing	xxx	EO	xxx	5/15, 8/15, 11/15	NAIC	
	71	June .PDF Filing	xxx	EO	xxx	6/1	NAIC	
		IV. AUDIT/INTERNAL CONTROL RELATED REPORTS						
	81	Accountants Letter of Qualifications	1	EO	N/A	6/1	Company	
	82	Audited Financial Reports	1	EO		6/1	Company	T
	83	Audited Financial Reports Exemption Affidavit	1	N/A	N/A		Company	
	84	Communication of Internal Control Related Matters Noted in Audit	1	EO	N/A	8/1	Company	
	85	Independent CPA (change)	1	N/A	N/A		Company	
	86	Management's Report of Internal Control Over Financial Reporting	1	N/A	N/A	8/1	Company	
	87	Notification of Adverse Financial Condition	1	N/A	N/A		Company	
	88	Relief from the five-year rotation requirement for lead audit partner	1	EO	N/A	3/1	Company	
	89	Relief from the one-year cooling off period for independent CPA	1	EO	N/A	3/1	Company	
	90	Relief from the Requirements for Audit Committees	1	EO	N/A	3/1	Company	
	91	Request to File Consolidated Audited Annual Statements	1	N/A	N/A		Company	
	92	Request for Exemption to File Management's Report of Internal Control Over Financial Reporting	1	N/A	N/A		Company	
		V. STATE REQUIRED FILINGS***						
	101	Corporate Governance Annual Disclosure***	1	0	xxx	6/1	Company	
	102	Filings Checklist (with Column 1 completed)	EO	0	EO	3/1	State	
	103	Signed Jurat	1	0	xxx	3/1	NAIC	L
	104	Form B-Holding Company Registration Statement	1	0	xxx	4/30	State	
	105	Form F-Enterprise Risk Report ****	1	0	xxx	4/30	Company	
	106	ORSA *****	1	0	xxx	4/30	Company	
	107	Premium Tax Report and Remittance	EO	0	EO	3/1	State	
	108	State Filing Fees	EO	0	EO	3/1	State	
	109	Certificate of Compliance	xxx	0	EO	3/1	Domicile	Q
	110	Certificate of Deposit	xxx	0	EO	3/1	Domicile	R
	111	Annual Statement Montana State Page	EO	0	EO	3/1	Company	
	112	Quarterly Premium Tax Payments	EO	0	EO	4/15, 6/15, 9/15, 12/15	State	S
	113	Group Capital Calculation (File with Lead State Only)	1	0	xxx	4/30	Company	V
	New	The Genetics Program Charge calculation and the Reporting of the Number of Insured Montana Residents are now schedules included on the premium tax form. Also, the Small Employer Group Activity report and the MT Medical Malpractice Professional Liability Experience report are no longer required. Therefore, when completing your premium tax filing, you will no longer have to complete and upload a supplemental forms spreadsheet.						

*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.

****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

*****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

		NOTES AND INSTRUCTIONS (A-K APPLY TO ALL FILINGS)	
	A	Required Filings Contact Person:	Examinations Bureau (406) 444-2040 CSIExams@mt.gov
	B	Mailing Address:	MT Commissioner of Securities and Insurance, Examinations Bureau, 840 Helena Ave., Helena, MT, 59601
	C	Mailing Address for Filing Fees:	Electronic filing through OPTins is required at https://www.optins.org . Filing fees are due March 1.
	D	Mailing Address for Premium Tax Payments:	Electronic filing through OPTins is required at https://www.optins.org . Your premium tax return and payment for tax due are due on March 1.
	E	Delivery Instructions:	Electronic filing through OPTins is required at https://www.optins.org .
	F	Late Filings:	The commissioner may impose a fine, pursuant to §33-2-701(6) and §33-2-705(6), MCA, if filings are not made in the time provided or suspend or revoke the certificate of authority of any insurer that fails to pay its taxes as required, under §33-2-705(5), MCA.
	G	Original Signatures:	Domestic insurers must submit an annual statement with original signatures on the jurat page.
	H	Signature/Notarization/Certification:	The annual statements must be verified by the oath of the insurer's president or vice-president and secretary or, if a reciprocal insurer, by the oath of the attorney-in-fact or its like officers if a corporation.
	I	Amended Filings:	See NAIC Annual Statement Instructions for guidance on amended filings.
	J	Exceptions from normal filings:	Companies must submit a written request for an exemption or extension to the Department of Insurance. Foreign companies must include a copy of any exemption or extension received by its state of domicile to receive such from Montana.
	K	Bar Codes (State or NAIC):	Montana is not using bar codes.
	L	Signed Jurat:	Domestic insurers must submit an annual statement with original signatures on the jurat page. Foreign insurers are not

			required to submit printed annual statements and jurat pages, if filed with the state of domicile and electronically with the NAIC.
	M	NONE Filings:	See NAIC Annual Statement Instructions. Exceptions are noted in the instructions.
	N	Filings new, discontinued or modified materially since last year:	None
	O	Annual Statement Filing:	Domestic insurers must complete the annual statement in accordance with the current NAIC Annual Statement Instructions and the NAIC Accounting Practices and Procedures Manual and file it by March 1.
	P	Quarterly Financial Statement Filing:	Domestic insurers must submit quarterly statements to this office by May 15, August 15 and November 15.
	Q	Certificate of Compliance:	Foreign insurers must upload a copy of this certificate as part of the annual filing through OPTins.
	R	Certificate of Deposit:	Foreign insurers must upload a copy of this certificate as part of the annual filing through OPTins.
	S	Quarterly Premium Tax Payments (§33-2-705(7), MCA, and ARM 6.6.2701-2709):	Quarterly payments and forms must be submitted electronically through OPTins. Every insurer is required to make quarterly payments by the 15 th of April, June, September and December, as follows: (1) An amount equal to 100% of its prior year premium tax; or (2) An amount equal to 90% of the current year tax obligation. Multiple payments may be made at one time. Payments may be made in advance. For example, it is acceptable to make all four quarterly payments on April 15. Any prior year overpayment will be applied as a first quarter payment and any excess as a second quarter payment and so on. Zero quarterly tax filings are not required.
	T	Audited Financial Statements:	Foreign insurers should refrain from submitting Audited Financial Statements to this office.
	U	Statement of Actuarial Opinion:	Domestic insurers are required

			to submit the actuarial opinion, including a copy of the actuarial report supporting the actuarial opinion together with related actuarial work papers.
	V	Group Capital Calculation (GCC):	Only a holding company system that: (1) Has Montana as the lead state and (2) Does not have a GCC exemption is required to file the calculation.

**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 be filing(s) submitted to the NAIC via the NAIC Internet Filing Site which eliminates the need for a company to submit diskettes or CD-ROM 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 submitting 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 annual statement data, detail for investment schedules and supplements due March 1.

The *Risk-Based Capital Electronic Filing* includes all risk-based capital data.

The *Risk-Based Capital.PDF Filing* is the .pdf file for risk-based capital data.

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 supplemental schedules and exhibits due April 1.

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

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

The *Combined Annual Statement Electronic Filing* includes the required pages of the combined annual statement and the combined Insurance Expense Exhibit.

The *Combined Annual Statement.PDF Filing* is the .pdf file for the Combined annual statement data and the combined Insurance Expense Exhibit.

The *June .PDF Filing* is the .pdf file for the Audited Financial Statements and Accountants Letter of Qualifications.

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 (EX) 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 (EX) 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. 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.

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