

Karima M. Woods, Commissioner

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**TO: ALL INSURERS AND HEALTH MAINTENANCE ORGANIZATIONS
DOING BUSINESS IN THE DISTRICT OF COLUMBIA**

FROM: KARIMA WOODS, COMMISSIONER



SUBJECT: CONVERSION TO OPTins PREMIUM TAX FILING SYSTEM

DATE: SEPTEMBER 25, 2020

Purpose

The purpose of this Bulletin is to advise all insurers and health maintenance organizations doing business in the District of Columbia that the Department of Insurance, Securities and Banking (“DISB”) is converting from a paper filing system to an standardized electronic filing system using OPTins. Effective immediately, all premium tax returns, installments and payments filed with the Department shall be filed electronically through OPTins. As of the date of this Bulletin, the DISB will no longer accept paper premium tax returns, installments or payments that are filed with or delivered to the Department.

The Department’s conversion to OPTins will enhance the cost-effectiveness, the efficiency and the accuracy of record-keeping for premium tax filings and payments. The Department has allowed optional use of OPTins previously and most District licensed insurance companies have already begun to transmit their premium tax payments through OPTins.

About OPTins

OPTins is a website for online (electronic) premium tax reporting and payment that was developed and will be maintained and administered by the National Association of Insurance Commissioners (“NAIC”). OPTins provides the insurance industry with the required state-specific tax forms and seamless electronic payment system. Once an insurer is registered to use OPTins, it can automatically file premium tax returns and payments in all participating jurisdictions. The NAIC charges a flat fee of \$10 for each premium tax report submission with no charge for amendments. For detailed registration and filing instructions, visit the OPTins website at: <https://www.optins.org> or https://www.optins.org/getting_started.htm. Insurers may also contact OPTins support services at (816)783-8500.

Contact

Any questions or concerns regarding this Bulletin may be directed to the DISB Premium Tax Division at disb.premiumtax@dc.gov.