

ELECTRONICS PAYMENT INSTRUCTIONS FOR 2018 DC ANNUAL PREMIUM TAX

BENEFICIARY BANK: WELLS FARGO BANK, N.A.  
1750 H Street, NW, Suite 500  
WASHINGTON, DC 20005

ABA#: 121000248

BENEFICIARY ACCOUNT#: 2000043154898

ACCOUNT TYPE: CHECKING

ACCOUNT TITLE: INSURANCE BUREAU (DISR)LOCKBOX

BENEFICIARY ADDRESS: 1101 4th Street SW # 800W, Washington DC 20024

PAYMENT TYPE: ACH

PAYMENT DESCRIPTION/ADDENDA\*: NAIC # /2018 PREMIUM TAX/Company Name

NACHA FORMAT: CTX/CCD, CTX is Preferred

\*The "Transfer Memo/Payment Description/addenda" information is crucial to ensure that your payment being identified by NAIC# and company name. Please be sure to include this information on your ACH transfer.

**Sample of Payment Description/Addenda as follows:**

**123456789\*07101\*181231\*T\*12500\*12345\**

- Fed Tax ID: 12-3456789
- Tax payment Type:07101 (insurance premium tax)
- Tax period End date: December 31, 2018
- Tax Amount: \$12,500
- NAIC Code: 12345

**\*If the company choose to pay DC premium tax electronically, the tax return with required document must be emailed to [disb.premiumtax@dc.gov](mailto:disb.premiumtax@dc.gov) for DISB records.**