



**DISTRICT OF COLUMBIA**  
**DEPARTMENT OF INSURANCE, SECURITIES AND BANKING**  
**2016 PREMIUM TAX INSTALLMENT REPORTING STATEMENT**

Type of Company SELECT COMPANY TYPE

Due on or before June 1

Name of Company:			NAIC Code:	
Mailing Address:		City:	State:	ZIP Code:
Contact Person:		Phone Number:	Email Address:	

All insurers whose tax liability for the preceding calendar year was \$1,000 or more must file an Installment Reporting Statement. The tax payment installment shall be an amount equal to at least fifth percent (50%) of the total tax liability for the preceding calendar year. The tax payment installment is due in one installment on or before June 1 of the calendar year in which the taxed income is received. A penalty of eight percent (8%) per month will be assessed until full payment of the tax payment installment is received.

**PART I – Installment Payment**

1. Total Tax for the preceding calendar year (line 12 of prior year premium tax return)	
2. Installment payment (50% of line 1 above)	
3. Less overpayment credit from previous year (line 19 of prior year premium tax return)	
4. Less CAPCO premium tax credit, D.C. Code §31-5233(c)(1) (Please attach DISB CAPCO credit form)	
5. Minimum installment due with this statement	
6. Amount Paid (must be greater than or equal to the amount in Line 5)	
7. Penalty (8% per month until paid after June 1 postmark per D.C. Code §47-2609)	
8. TOTAL AMOUNT DUE (Line 6 + Line 7)	

**PART II – Certification and Comments**

By clicking the box below, the authorized tax officer of the company certifies, under penalties provided by the laws of the District of Columbia, that this installment reporting statement has been examined and is to the best of the authorized tax officer's knowledge, information, and belief, a true, correct and complete premium tax return, made in good faith for the taxable period indicated.

Agreed

Authorized Tax Officer

Title

Date

Comments:

**Reminders:**

1. Premium tax installment checks should be made payable to **DC Treasurer**
2. Premium tax installments with payment should be filed by using **OPTins** or mailed to the following address:

**DC TREASURER  
INSURANCE BUREAU  
LOCKBOX 92180  
WASHINGTON, D.C. 20090-2180**

3. Premium tax installments with no payment should be emailed to Department of Insurance, Securities and Banking at the email address: **disb.premiumtax@dc.gov**