



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community,
and Economic Development

DIVISION OF INSURANCE

P.O. Box 110805
Juneau, AK 99811-0805
Main: 907.465.2515
Fax: 907.465.3422

December 11, 2023

To All Automobile Service Corporations Admitted in the State of Alaska:

Re: Instructions for 2023 Financial Statement Filing, Annual Premium Tax Report, and Annual Premium Tax and Continuation of Certificate of Authority Fee Payments

A checklist is available listing all the required filing requirements and due dates at our website <https://www.commerce.alaska.gov/web/ins/Insurers.aspx> then Annual Filing and Taxes. If the company contacts or service of process have changed, at the same website under Amendments are the respective contact forms to file.

- A. A financial statement showing the automobile service corporation's financial condition, transactions, and affairs for the preceding December 31, with a verification signed by two officers, must be postmarked by March 1, 2024.
- B. An audited financial statement is due to the Alaska Division of Insurance postmarked by June 1, 2024. This statement can be filed by March 1, 2024, in lieu of the statement described in A, or per Alaska Statute (AS) 21.09.200(e) the corporation shall pay to the Division of Insurance \$100 for each day the corporation fails to file and may be suspended from entering into new obligations or issuing new policies of insurance in Alaska.

➤ Mail your financial statements to:

Alaska Division of Insurance
550 West 7th Avenue, Suite 1560
Anchorage, AK 99501-3567

➤ Alaska requires the corporation file the Annual Premium Tax Report and pay the Annual Premium Tax and Continuation of Certificate of Authority Fee through *OPTins* by March 1, 2024. See [Regulatory Order R 17-05](#). The bond requirements and financial statements may be filed via *OPTins* as well.

If you have any questions, please contact me at (907) 465-2584 or preferably by email rebecca.nesheim@alaska.gov

Sincerely,

Rebecca Nesheim
Tax Auditor