



THE STATE  
of **ALASKA**  
GOVERNOR BILL WALKER

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

September 28, 2015

To All Admitted Fraternal Companies in the State of Alaska:

Re: Instructions for 2015 Annual Statement Filing, Annual Continuation Form, and Continuation of Certificate of Authority and Annual Statement Fee Payments

The Alaska Division of Insurance is accepting the electronic filing with the National Association of Insurance Commissioners (NAIC) to meet the filing requirement for an annual financial statement in Alaska Statute (AS) 21.09.200 for all foreign admitted insurers. No paper annual statement should be sent to the Alaska Division of Insurance. If the annual statement is not received by March 1, 2016 at the NAIC, a late fee of \$100/day will be assessed.

The Alaska Division of Insurance will not mail the annual statement checklists or continuation forms. They are available at our web site: [insurance.alaska.gov](http://insurance.alaska.gov) then under Companies, Information for Companies, then Annual Filing and Premium Tax Forms. If the company contacts or service of process have changed, at the same website under Filing Corporate Amendments & Information Updates are the respective designation forms to file.

- File only the annual continuation form with its attachments through OPTins or mail postmarked by March 1, 2016 to:

Alaska Division of Insurance  
PO Box 110805  
Juneau, AK 99811-0805

Alaska Division of Insurance  
333 Willoughby Avenue, 9<sup>th</sup> Floor  
Juneau, AK 99801

- Pay your annual statement filing fees through OPTins or directly with Alaska by Automated Clearing House (ACH), per Alaska Regulation 31.050(b), by March 1, 2016 and the certificate of authority continuation fee no later than June 30, 2016. If you will be using ACH Debit – ensure you have a username and password for the web program.

If you have any questions or cannot download the forms, please contact me at (907) 465-2584 or email [rebecca.nesheim@alaska.gov](mailto:rebecca.nesheim@alaska.gov)

Sincerely,

Rebecca Nesheim  
Tax Auditor