State of Missouri

State of Missouri
Department of Insurance
MDI

Mel Carnahan, Governor

Department of Insurance
P.O. Box 690
Jefferson City, Missouri 65102-0690

Jay Angoff
Director

Bulletin 95-02 (ADDENDUM)

TO: **All Property & Casualty Insurance Companies**

FROM: **Jay Angoff, Director**

DATE: **November 27, 1995**

SUBJECT: **All Form, Rate, and Rule Filings - FILING FEES - Monthly Billing**

This addendum to Bulletin 95-02 is necessary due to some changes to the revised Property & Casualty Transmittal Document (TD-2) form itself and its use. These changes are highlighted as follows:

- Contrary to the directions given in the *original* Exhibit A, the new TD-2 form must be submitted in DUPLICATE *rather than* being submitted as a SINGLE copy. Two white copies will be sufficient.

- Numerous enhancements have been made to the revised TD-2 form (Exhibit B). This revised form has been included for your review. The changes include: the addition of a **"Company Name"** section, and a **"Filing Type"** section, where the line of insurance to which the filing applies is indicated.

A few of the instructions that were originally promulgated in Bulletin 95-02 need to be readdressed. Those items include the following:

1. A revised TD-2 form should be completed for EACH filing submission that warrants a fee. For example, if three companies within the same insurance group wish to adopt the same CGL endorsement, a TD-2 form would need to be completed for *each* company.

2. The **"Sequence #"** part of the **"Filing ID #"** section may be alpha numeric; however, it is important to note that the **"NAIC #"** part must contain numeric characters *only*.

3. The **"Billing Address"** section should only be completed when the filing company wants to change the address where the monthly invoice will be mailed. ALL filings made during that month will be billed on ONE invoice.

Your continued patience and cooperation is greatly appreciated. If you have any questions, please contact the Property & Casualty Section at 314-751-3365.

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Department of Insurance
P.O. Box 690
Jefferson City, Missouri 65102-0690

Jay Angoff
Director

Bulletin 95-02

TO: **All Property & Casualty Insurance Companies**

FROM: **Jay Angoff, Director**

DATE: **October 6, 1995**

SUBJECT: **All Form, Rate, and Rule Filings - FILING FEES - Monthly Billing**

Effective **January 1, 1996,** the filing fees for policy form, rate, and rule filings will not be accepted *with* the filing submission. After this date, the filing fee amounts will be billed on a monthly basis. Each insurance company making filings during the month will receive one invoice at the end of the month which will detail the filings submitted for the month, and the corresponding filing fee amount for each submission.

Rescinded and Inoperative

These monthly invoices will be generated only for those insurance companies that submit one or more filings during the month. This invoice will be forwarded to ONE ADDRESS ONLY, therefore, it is important that you refer to the attached exhibits (EXHIBIT A & EXHIBIT B) which describe these new procedures in detail and provide an example of the Property & Casualty Section's *new* Transmittal Document **(TD-2).**

This new filing fee billing system will become operational on **November 1, 1995,** on an *optional basis*. This should help to smooth the transition. We would recommend that you take advantage of this opportunity to learn this new system before it becomes mandatory on **January 1, 1996.**

If you have any questions, you may contact the Property & Casualty Section at 314-751-3365.

PLEASE REVIEW THE ATTACHED EXHIBITS FOR DETAILED INSTRUCTIONS.

PLEASE NOTE: The Property & Casualty Section's Transmittal Document (**TD-2**) has been modified significantly to facilitate this new fee billing system. The use of this new **TD-2** filing form is mandatory for all filing submissions made on or after **January 1, 1996** and for those submission made on a *optional basis* after **November 1, 1995.**

State of Missouri

Mel Carnahan, Governor

Department of Insurance
P.O. Box 690
Jefferson City, Missouri 65102-0690

Jay Angoff
Director

EXHIBIT A

Transmittal Document Billing System for Property & Casualty Filings - TD-2

The Missouri Department of Insurance (MDI) has decided to modify the current system for collecting the fees associated with filing policy form, rate, and rule changes - where appropriate - in an effort to make this process more efficient for both the MDI and the regulated industry. The collection of filing fees is authorized by Administrative Rule **20 CSR 500-8.100.**

The Department is initiating this change for the following reasons:

1. This should make the processing and payment of filing fees significantly more convenient for both MDI and insurers.

2. It should also save a substantial amount of money for both MDI and insurers by eliminating the need to process or write a check for each individual filing.

Rather than continue the current practice of requiring the fee to be included with the filing submission, the Department will send an invoice to each insurance company for all filings made for each month. Under this system, ALL filings submitted by a particular insurance company during a month will be included on ONE invoice. This invoice will list ALL filings regardless of filing person or company location.

The following are the key provisions of this new system:

- ALL filings for the month will be billed to ONE ADDRESS ONLY. It is important that each insurer provide the Department with one address where billings are to be mailed.

- Your invoice will be mailed to the address listed with your original Certificate of Authority if the insurer fails to provide the Department with a specific billing address.

- Each filing must be given a unique fourteen-digit filing ID number to identify individual filings listed on the invoice. This number will allow for recognition by both the insurer and the Department; therefore, it is imperative that the *insurer* assign each submission with a unique fourteen-digit ID number beginning with the company's 8-digit NAIC number, followed by a 2-digit year identifier, and ending with a 4-digit sequential filing number as per the following example:

[8-digit NAIC #] /	[Year] /	[Sequence #]	=	Filing ID #
12345678	95	0001	=	12345678 / 95 / 0001

  The **8-digit NAIC #** is simply the NAIC number of the filing company; **Year,** is the year in which the filing is submitted; and the **Sequence #** is the number assigned to the filing to identify its order or sequence for filings submitted throughout the year. For example, if it is the 5th filing submitted by that company during the year, the last four digits should be (0005).

- Separate invoices will be issued for Life & Health filings and Property & Casualty filings.

- Several changes have been made to the Transmittal Document (TD-2). The new form shall be printed in a single-page format (ONE WHITE COPY ONLY), eliminating the canary and pink copies. You may reproduce or laser print the TD-2 form as your needs require. See EXHIBIT B.

In an effort to make thesuccessful transition to this system, we are allowing a period of time in which compliance will not be mandatory. Beginning on **November 1, 1995,** insurers may use this new system, on an *optional basis*. Effective **January 1, 1996,** compliance with this system will be *mandatory*.

If you have any questions, please contact the Property & Casualty Section at 314-751-3365.

EXHIBIT B

STATE OF MISSOURI

PROPERTY & CASUALTY TRANSMITTAL DOCUMENT (TD-2)

Failure to fully complete this form may result in the return of your filing.

For Department of Insurance Use ONLY	Description Line Code Number(s)	Date Received by MDI	Date "FILED"/"APPROVED" Effective Date: Rate Change Effect:

Insurer Billing Information

FILING ID NUMBER as follows:

8-Digit NAIC # / Year / Sequence #

/ /

Date of Submission

COMPANY BILLING ADDRESS

Address Change? ____Yes ____No If yes, please indicate below.

CONTACT PERSON

Telephone Number

( )

FILING RETURN ADDRESS (If different than COMPANY BILLING ADDRESS)

NOTE: The filing fee monthly invoice will be forwarded to the COMPANY BILLING ADDRESS which was originally indicated on the new TD-2 form, if not changed with this submission. If no change was originally indicated, COMPANY BILLING ADDRESS will default to the your registered company address.

Filing Information

TYPE OF FILING ________ Personal ________ Commercial

________Form	________Rate	________Rule
________Independent	________Independent	________Independent
________Bureau	________Bureau	________Bureau
Bureau Filing Number(s)	Bureau Filing Number(s)	Bureau Filing Number(s)

Section 374.230.6 RSMo establishes a $50 filing fee and Regulation 20 CSR 500-8.100 defines a "filing" for the purposes of assessing a filing fee. Based on the above statues and regulation, the total filing fee to be BILLED for this filing will be $50, unless this filing has been submitted by a Missouri Farm Mutual as defined in Chapter 380 RSMo.

Remit Filing To: Missouri Department of Insurance P.O. Box 690 Jefferson City Missouri 65102-0690

(EDITION 10-95)