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MEMORANDUM 2015-2E

DATE: **1/15/2015**

TO: **Premium Tax Filers**
(THIS DOES NOT APPLY TO SURPLUS LINES TAX FILERS)

FROM: **Gordon I. Ito, Insurance Commissioner**

RE: **Premium Tax System**

Beginning with the monthly premium tax statement for the month of January 2015, the Hawai`i Insurance Division will be implementing OPT*ins* (Online Premium Tax for Insurance) for Insurance Companies filing Hawai`i premium tax statements, including the Monthly Statement (Form 323), the Annual Statement (Form 314), and the Workers Compensation Assessment (Form 315). You may continue to use TriTech Premium Pro software for 2015 tax statements. The tax statements will be routed to the Hawaii Insurance Division through the OPT*ins* system.

Continue to use our current system for monthly and annual tax statements for the year 2014.

Please note for 2015, filings will be entirely electronic (statements and payments) or entirely manual (paper statements and paper checks). Electronic payments not transmitted through OPT*ins* or TriTech will not be processed.

OPT*ins*, a product of the National Association of Insurance Commissioners ("NAIC"), has been developed to facilitate Premium Tax submission of forms and payments electronically. This is the Hawai`i Insurance Division's preferred method of filing tax statements for monthly statements (beginning with the month of January 2015) and we encourage you to use the OPT*ins* system or the TriTech software which will be routed through the OPT*ins* system. There is a $10 per submission fee that is charged for each premium tax and state specific filing. The below chart reflects the different options insurers have in filing their 2014 and 2015 premium tax statements. Please note that electronic statements with paper checks and paper statements with EFT payments will not be accepted.

Monthly and Annual 2014*	Monthly 2015
Electronic Statement and EFT Payment	Electronic Statement and EFT Payment (via OPTins or TriTech)
Paper Statement and Paper Check	Paper Statement and Paper Check ~~(with voucher)~~
Electronic Statement and Paper Check	
Paper Statement and EFT Payment	

*=NOTE: All 2014 filings and payments, including the Annual 2014, must be submitted as it has been in the past, since 2014 forms will not be available in OPTins. Effective with the monthly statement for month of January 2015 (due February 20th), all statements that are electronically filed with OPT*ins* or through TriTech will require an EFT payment. Although this is not our preferred method, insurers may continue to file paper statements to the Hawai`i Insurance Division only if accompanied with a paper check.

The steps to submit your tax filing are simple and require no formal training. Once you are registered, simply log into OPT*ins* with your assigned username and password, complete the state-specific tax forms, enter the applicable fee amount, and click "Submit." No more paper checks – everything is electronic and tax forms along with the payment are transmitted immediately upon submission by the company or licensee. Records of your submissions are available in OPT*ins* or TriTech.

Using OPT*ins* allows you to save time and ensure that both the forms and payment are received together and on time. **Instructions on implementing OPT*ins* are available at: http://www.optins.org/getting_started.htm, or you may contact the OPT*ins* Marketing Team at optinsmktg@naic.org or call (816) 783-8787.** If you already use OPT*ins* for other states, you do not have to contact OPT*ins* Marketing; just login and file for Hawai`i.

All filings with TriTech will be sent to the Hawaii Insurance Division through OPTins. However, Insurers will still need to register with OPT*ins* to E-File. Registering with OPT*ins* does not obligate you to use OPT*ins*. For more information regarding registration, please contact the OPT*ins* team via email **optinsmktg@naic.org** or phone (816) 783-8787.

For further questions, please visit the OPT*ins* FAQ page at: **http://www.optins.org/faq.htm**. Additional questions or comments applicable to this bulletin may be directed to: **InsEFT@dcca.hawaii.gov**

Although not required at this time, the Hawaii Insurance Division would prefer to receive all statements and payments electronically. Hawaii may require electronic filing and payment of premium taxes at a later date. The Hawaii Insurance Division encourages you to use OPT*ins* or the TriTech system for all premium tax statement filings.

The Hawai`i Insurance Division encourages readers of this notice to periodically check the Division's web site **http://www.cca.hawaii.gov/ins/** for news, information, updates and other relevant material.