

DAVID Y. IGE
GOVERNOR

SHAN S. TSUTSUI
LT. GOVERNOR



CATHERINE P. AWAKUNI COLON
INTERIM DIRECTOR

GORDON I. ITO
INSURANCE COMMISSIONER

STATE OF HAWAII
INSURANCE DIVISION
DEPARTMENT OF COMMERCE & CONSUMER AFFAIRS
P. O. BOX 3614
HONOLULU, HAWAII 96811-3614
335 MERCHANT STREET, ROOM 213
HONOLULU, HAWAII 96813
PHONE NO: (808) 588-2760
FAX NO: (808) 588-2806
www.hawaii.gov/dcca/areas/ins

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 *OPTins* (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 *OPTins* 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 *OPTins* or TriTech will not be processed.

OPTins, 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 *OPTins* system or the TriTech software which will be routed through the *OPTins* 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*

Electronic Statement and EFT Payment
Paper Statement and Paper Check
Electronic Statement and Paper Check
Paper Statement and EFT Payment

Monthly 2015

Electronic Statement and EFT Payment (via OPTins or TriTech)
Paper Statement and Paper Check (~~with voucher~~)

*=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 OPTins 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 OPTins 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 OPTins or TriTech.

Using OPTins allows you to save time and ensure that both the forms and payment are received together and on time. **Instructions on implementing OPTins are available at: http://www.optins.org/getting_started.htm, or you may contact the OPTins Marketing Team at optinsmktg@naic.org or call (816) 783-8787.** If you already use OPTins for other states, you do not have to contact OPTins 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 OPTins to E-File. Registering with OPTins does not obligate you to use OPTins. For more information regarding registration, please contact the OPTins team via email optinsmktg@naic.org or phone (816) 783-8787.

For further questions, please visit the OPTins 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 OPTins 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.