



DAVID Y. IGE
GOVERNOR

JOSH GREEN
LIEUTENANT GOVERNOR

STATE OF HAWAII
DEPARTMENT OF COMMERCE AND CONSUMER AFFAIRS
INSURANCE DIVISION

335 MERCHANT STREET, ROOM 213, HONOLULU, HAWAII 96813
P.O. BOX 3614, HONOLULU, HAWAII 96811
Phone Number: (808) 586-2790
Fax Number: (808) 586-2806
insurance.hawaii.gov

CATHERINE P. AWAKUNI COLÓN
DIRECTOR

JO ANN M. UCHIDA TAKEUCHI
DEPUTY DIRECTOR

COLIN M. HAYASHIDA
INSURANCE COMMISSIONER

To: All Insurers, Risk Purchasing Groups and Foreign Retention Groups

From: Hawaii Insurance Division

RE: Annual Service/Extension Fee

The annual service/extension fees are due by November 15. Payment must be received on or prior to November 15, otherwise a statutory penalty of 50% of the extension or annual service fee shall be charged.

All payment of fees shall be processed through OPTins. The portal for registration opens in early September (on or around September 1). A related notice would also be sent in early September. Login at www.optins.org.

INSTRUCTIONS:

Easy-to-follow instructions are available at www.optins.org. If you have any questions regarding the setup of account, contact the *OPTins Marketing Team* by email at optinsmktg@naic.org or by phone at (816) 783-8787. Should there be any change in company contact, such as contact person, email and/or physical mailing address, please notify the Division timely. Updates and/or questions can be sent to inscert@dcca.hawaii.gov