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STATE OF HAWAII | KA MOKU'ĀINA 'O HAWAI'I  
DEPARTMENT OF COMMERCE AND CONSUMER AFFAIRS  
KA 'OIHANA PILI KĀLEPA  
INSURANCE DIVISION

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GORDON I. ITO  
INSURANCE COMMISSIONER

Date: August 07, 2023

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

From: Hawaii Insurance Division

RE: Annual Service/Extension Fee for 2024

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The annual service/extension fees are due by November 15, 2023. Payment must be received on or prior to November 15, 2023; 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 will open on or around September 11, 2023. Login at [www.optins.org](http://www.optins.org).

**INSTRUCTIONS:**

Easy-to-follow instructions are available at [www.optins.org](http://www.optins.org). If you have any questions regarding the setup of account, contact the *OPTins Marketing Team* by email at [optinsmktg@naic.org](mailto: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](mailto:inscert@dcca.hawaii.gov)