



Making a Compact Annual Registration Fee Filing

Please be advised that as of January 1, 2008, the Interstate Insurance Product Regulation Commission (“IIPRC”) requires a Compact Annual Registration Fee before accepting any Compact product filings. The Annual Registration Fee must be paid in order to utilize your SERFF role for the IIPRC. If you have already received a SERFF role for the IIPRC in the past, this role will not be functional until the Compact Annual Registration Fee Filing is made as detailed in the following Instructions.

The IIPRC requires that all fees be paid via EFT. Please make sure that you have listed the IIPRC has an authorized payee. If this does not happen, then the fees are not submitted properly to the IIPRC and will need to be paid via paper check.

Please contact the SERFF HelpDesk for assistance with completing the Compact Annual Registration Fee Filing.

Making a Compact Annual Registration Fee Filing through SERFF’s Filing Wizard

1. After logging into SERFF, click [Create Filing](#). (*NOTE: Do NOT click Create Compact Filing!*)
2. Complete Step 1 of the Filing Wizard. Select Life, Accident/Health, Annuity, Credit as the Business Type.
3. On Step 2, select Interstate Insurance Compact.
4. On Step 3, select Registration Fee as the Type of Insurance.
5. On Step 4, select the Sub Type of Insurance for the year for which you are registering.
6. Choose the Filing Type Fee Payment.
7. On Step 7, select **ONLY** the companies that you want to register with the IIPRC.
Remember that there is a fee for EACH company you select and only those companies may make IIPRC filings.
8. Complete steps 8 & 9.
9. Click Finish on Step 10.

Completing the Filing

General Info tab – no special requirements. Filling out these fields is not necessary.

Form Schedule & Rate/Rule Schedule – DO NOT put any information on these tabs or your registration may be delayed. Product filings may not be made in conjunction with Compact

Annual Registration Fee filings and will not be accepted for review by the IIPRC. Compact product filings must be made separately from the Annual Registration Fee filing. Please see the IIPRC website for instructions on “Creating Product Filings”.

Supporting Documentation Schedule – Complete the Submission Requirement for User Set Up to indicate which current SERFF users should be authorized to submit filings to the IIPRC for the companies being registered. Failure to provide this information may result in a delay in your ability to submit IIPRC filings.

Complete the Submission Requirement for IIPRC Debtor. This is a reminder that the IIPRC needs to be an authorized payee for your EFT account. This is either a “satisfy” or “bypass” and additional documents do not need to be attached.

Companies & Contacts – Only the Companies being registered at this time should be listed here.

Filing Fees – The annual registration fee should be entered here. In the EFT section, enter the appropriate fee for each company. For your reference, below is the applicable section of the IIPRC Filing Procedure pertaining to the Compact Annual Registration Fees as duly adopted by the IIPRC:

§104. IIPRC Fees.

d) IIPRC Annual Registration Fee.

- (i) As of January 1 of each year, an Annual Registration Fee will be due and payable from a company in order to utilize the IIPRC's product filing operations including amending or updating approved Product Filings.
- (ii) The Annual Registration Fee will be submitted by a filing company on a per company basis. For the first five (5) insurers operating under common ownership or as subsidiaries or affiliates (referred to as Insurer Group), an Annual Registration Fee will be due per insurer in the Insurer Group. For Insurer Groups containing more than five (5) insurers, a reduced Annual Registration Fee as listed in the Schedule of Fees will be due for the sixth and each additional insurer.
- (iii) As of July 1 of each year, the Annual Registration Fee will be prorated to fifty-percent of the Annual Registration Fee listed in the Schedule of Fees.
- (iv) The Regional Insurer Annual Registration Fee will be fifty percent of the Annual Registration Fee listed in the Schedule of Fees provided the Regional Insurer provides the IIPRC a list of the twelve (12) or less Compact Member States that the Regional Insurer will seek to use an approved Product Filing. If a Regional Insurer files a Product Filing, or adds a state to a Product Filing, where the total number of states on the Product Filing exceeds twelve (12), the Regional Insurer shall pay the difference between the Annual Registration Fee and the Regional Insurer Annual Registration Fee.
- (v) For companies that have submitted their Annual Registration Fee on or before December 31, 2010, if no filings are made for that company for the year in which the Annual Registration Fee was paid, the Annual Registration Fee may be applied to make filings the next year upon written request of the company to the Executive Director by January 31 of the following year. Annual Registration Fees for 2011 and years thereafter will not be allowed to carry over to the next year and a company will be required to pay the applicable Annual Registration Fee in order to utilize the IIPRC product filing operations.

Correspondence – A Disposition will be created by the IIPRC staff to indicate that the fees have been verified and registration is complete. Once verification is complete, the SERFF Help Desk will set up the users with the necessary SERFF roles for the IIPRC as indicated. For those companies with roles assigned in the past, these will be reinstated upon completion of this process. Please allow 1 -2 business days for the Disposition. If the fees submitted are not correct, the IIPRC will inform the filer via a Note to Filer.