

November 6, 2017

## **M E M O R A N D U M**

**TO:** Registered Risk Retention Groups

**FROM:** Tony Riddick, DEPUTY COMMISSIONER

**RE:** 2018 Risk Retention Group Registration Renewal and Premium Tax Reporting

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This memorandum shall serve notice that the annual risk retention group registration for your company is set to expire on December 31, 2017. If your company desires to remain on the list of registered risk retention groups in North Carolina, a completed Risk Retention Group Registration Renewal Form and a \$1,500.00 annual registration renewal fee must be received by the North Carolina Department of Insurance no later than January 1, 2018. Checks should be made payable to the North Carolina Department of Insurance.

The Registration Renewal Form and the \$1,500.00 annual registration renewal fee must be submitted to:

*North Carolina Department of Insurance  
Financial Evaluation Division  
Foreign Risk Retention Groups  
1201 Mail Service Center  
Raleigh, NC 27699-1201*

If you desire to send the form and fee via overnight delivery, please use the following street address:

*North Carolina Department of Insurance  
Financial Evaluation Division  
Foreign Risk Retention Groups  
325 North Salisbury Street  
Raleigh, NC 27603-5926*

Beginning with the first quarter of 2018, your company should begin the use of the revised Form RRG-03, 2018 Quarterly Report of Premiums and Tax, to report and remit premium taxes for 2018. One copy of the revised Form RRG-03 has been provided with this letter. It is requested that you make photocopies of this form for future use. If needed, copies of the revised Form RRG-03 can also be obtained on the North Carolina Department of Insurance website, [www.ncdoi.com](http://www.ncdoi.com). Click on Insurance Divisions, Financial Evaluation, Foreign Risk Retention Groups. Due dates for quarterly premium taxes are as follows:

- 1<sup>st</sup> Quarter – April 30, 2018
- 2<sup>nd</sup> Quarter – July 31, 2018
- 3<sup>rd</sup> Quarter – October 31, 2018
- 4<sup>th</sup> Quarter – January 31, 2019

Form RRG-03, along with any applicable tax remittances, should be sent to the following address:

*North Carolina Department of Insurance  
Financial Evaluation Division  
Foreign Risk Retention Groups  
1201 Mail Service Center  
Raleigh, NC 27699-1201*

If you have any questions regarding the registration renewal process or with premium tax remittances, please contact Mr. Terry Wade of the Financial Evaluation Division at (919) 807-6621.