

ALASKA DIVISION OF INSURANCE

**Surplus Lines Brokers
Quarterly Tax Report**

Surplus Lines Broker Firm	For the Calendar Year	Broker License No.
Mailing Address		

CHOOSE THE METHOD OF ESTIMATED PAYMENT TO BE USED DURING THE CALENDAR YEAR:

PRIOR YEAR BASIS

1. Total Tax paid in Preceding Calendar Year \$ _____ (do not include fees)
2. Enter 25% of Line 1..... \$ _____

AGGREGATE TAX PAYABLE

3. Current quarterly tax liability \$ _____

Quarterly Payment Due Dates:

- May 31
 August 31
 November 30

Tax from 2 or 3 above: _____	Tax from 2 or 3 above: _____	Tax from 2 or 3 above: _____
Less credit from prior year: _____	Less credit from prior year: _____	Less credit from prior year: _____
Taxes due: _____	Taxes due: _____	Taxes due: _____

March 1: Fourth quarter taxes to be filed on Annual Premium Tax Report.

Filing of Quarterly Taxes: 3 AAC 21.560 states that each surplus lines broker who pays the director \$10,000 or more in one tax year under the requirements of AS 21.34.180 shall in the following tax year pay the premium tax in four payments by:

- (1) making payments of one-fourth of the total annual premium tax it paid during the previous tax year on or before May 31, August 31, and November 30, and shall, on or before March 1 of the following year, calculate its total annual tax on forms provided by the director; or by
- (2) making payments of the aggregate tax payable to this state shown on the monthly reports required by AS 21.34.170 for corresponding three-month periods as follows:

Due date for payments of tax shown on monthly reports for
 May 31 January, February, and March
 August 31 April, May, and June
 November 30 July, August, and September
 March 1 October, November, and December – **To be filed
on Annual Tax Report**

Method of Payment: 3 AAC 21.570 requires surplus lines brokers pay all premium taxes by using the automated clearinghouse (ACH) debit or credit payment system. ACH is also the preferred method to pay filing fees.

Penalty: Premium tax must be received on or before due date **and** be paid by the ACH debit or credit payment method in order to avoid a penalty. The late pay penalty is \$50 per month plus five percent of the tax due per month up to a maximum of \$250 plus 25 percent of the tax due and interest of one percent per month. If payment is not received by the ACH payment method, a penalty of 25 percent of the tax due will be assessed, with a minimum of \$100 and maximum of \$2,000. AS 21.34.180(f)

Compliance with the required due dates for payments is determined by the date the ACH payment is received in the State of Alaska's bank account. It is imperative that all your banking information is current with the state at the time of a debit transaction. Instructions and authorization forms to update bank information are available at:

www.commerce.state.ak.us/insurance/eft.htm

THIS QUARTERLY TAX REPORT MUST BE MAILED TO: (If no quarterly taxes required, do not mail this form)

First Class Mail (Including Registered and Certified)

Alaska Division of Insurance
P.O. Box 110805
Juneau, AK 99811-0805

OR

Express Mail ONLY

Alaska Division of Insurance
333 Willoughby Avenue, 9th Floor
Juneau, AK 99801

Automated Clearinghouse Payment System (ACH)

[State of Alaska](#) > [Commerce](#) > [Division of Insurance](#) > [Company Information](#) > ACH



Please note that you will need to have a copy of Adobe Acrobat Reader in order to view/print the documents listed in our menu.

Effective July 1, 2004, a late payment penalty will be assessed of \$50 a month plus five percent of the tax due per month up to a maximum of \$250 plus 25 percent of the tax due and interest of one percent a month. If payment is not received by Automated Clearing House, a penalty of 25 percent of the tax due will be assessed, with a minimum of \$100 and maximum of \$2,000.

[Automated Clearinghouse Payment Authorization, Form 08-301](#)

[ACH Credit Booklet](#)

[ACH Debit Booklet](#)



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Of Interest...

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- › [ACH Signup: Avoid Penalties on Premium Tax Payments](#)

Juneau Office

9th Floor State Office Bldg., 333 Willoughby Avenue 99801
PO Box 110805, Juneau, Alaska 99811-0805
(907) 465-2515 Fax (907) 465-3422 TDD (907) 465-5437

Anchorage Office

Robert B. Atwood Building
550 W. 7th Avenue, Suite 1560, Anchorage, Alaska 99501-3567
(907) 269-7900 Fax (907) 269-7910 TDD (907) 465-5437

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