



LOUISIANA DEPARTMENT OF INSURANCE

JAMES J. DONELON
COMMISSIONER

**2016 FINANCIAL FILING INSTRUCTIONS
FOR
VEHICLE MECHANICAL BREAKDOWN INSURERS**

The following are required by law to be filed with this Department to continue your authority to transact business in the State of Louisiana. The filing date is the postmark date. If the due date falls on a weekend or holiday, the deadline is extended to the next business day.

1. As required by La. R.S. 22:821(B)(2), an annual financial regulation fee in the amount of \$1,000 due on or before March 1, 2016, which should be submitted to the following address:

**LOUISIANA DEPARTMENT OF INSURANCE
TAX DIVISION
P.O. BOX 94214
BATON ROUGE, LA 70804**

******This is a new fee enacted through Act No. 56 of the 2012 Regular Legislative Session******

2. As required by La. R.S. 22:362, an annual filing fee in the amount of \$1,500 due on or before March 15, 2016, which should be submitted to the following address:

**LOUISIANA DEPARTMENT OF INSURANCE
COMPANY LICENSING DIVISION
P.O. BOX 94214
BATON ROUGE, LA 70804**

3. As required by La. R.S. 22:366, an audited financial statement prepared by an independent certified public accountant for the period ending December 31, 2015. An original and a duplicate or photocopy must be filed at the below address on or before June 1, 2016.

**LOUISIANA DEPARTMENT OF INSURANCE
ADMINISTRATIVE SERVICES
P.O. BOX 94214
BATON ROUGE, LA 70804**

ANY FILINGS SUBMITTED AFTER THE DUE DATE WILL BE CONSIDERED LATE AND SUBJECT TO A FINE AND/OR REGULATORY ACTION.

Please direct any questions to Stewart Guerin at (225) 219-3929, sguerin@ldi.la.gov.