

State of Idaho
DEPARTMENT OF INSURANCE

BRAD LITTLE
Governor

700 West State Street, 3rd Floor
P.O. Box 83720
Boise, Idaho 83720-0043
Phone 208-334-4250
Fax 208-334-4398
Website: <https://doi.idaho.gov>

DEAN L. CAMERON
Director

M E M O R A N D U M
Required Annual Filings for Foreign Insurers

Due by **3/1** of each year:

- Premium Tax and/or Continuation fees
 - Filed electronically through Trittech/Premium Pro at <https://nonsub.tritechsoft.com/>
 - Payment by Check or EFT
 - Contact DOI PremiumTax at PremiumTax@doi.idaho.gov or 208-334-4281
- Signed Jurat (email *or* mailed hard copy)
 - Email to DOI Company Activities at DOI.CompanyActivities@doi.idaho.gov
 - The Department is *accepting electronic signatures* of qualified officers on the Jurat page. These signatures should include the *e-signature and/or electronic notarization that includes the date* it was signed by all parties.
 - Or Mail to Department of Insurance address below
- Certificate of Compliance (email *or* mailed hard copy)
 - Email to DOI Company Activities at DOI.CompanyActivities@doi.idaho.gov
 - Or Mail to Department of Insurance address below
- Certificate of Deposit (email *or* mailed hard copy)
 - Email to DOI Company Activities at DOI.CompanyActivities@doi.idaho.gov
 - Or Mail to Department of Insurance address below
- Annual Small Group and Individual Assessment Base Survey (required for licensed **Disability** Insurers)
 - Must be filed electronically contact healthsurvey@doi.idaho.gov
 - Instructions: <https://doi.idaho.gov/wp-content/uploads/Archive/Immunization/Health%20Survey/2025-Survey-Instructions.pdf>
- Grievance System Description, Grievance Report, and Annual Disclosure (required for licensed **Disability- Including Managed Care OR Disability-Managed Care** Insurers)
 - No longer required unless requested by the Director

Due by **3/15** of each year:

- Immunization Assessment Survey
 - Must be filed electronically contact immuneassess@doi.idaho.gov
 - Instructions at <https://doi.idaho.gov/industry/reporting-checklists/>

Mailing address:
Idaho Department of Insurance
PO Box 83720
Boise, ID 83720-0043
208-334-4250