State of Idaho
DEPARTMENT OF INSURANCE

BRAD LITTLE
Governor

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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 Tritech/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
  - Filed electronically through Tritech/Premium Pro at https://nonsub.tritechsoft.com/
    - 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.
- Certificate of Compliance
  - Filed electronically through Tritech/Premium Pro at https://nonsub.tritechsoft.com/
- Certificate of Deposit
  - Filed electronically through Tritech/Premium Pro at https://nonsub.tritechsoft.com/
- 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-Instruections.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/

For questions, please contact DOI Company Activities at DOI.CompanyActivities@doi.idaho.gov