State of Idaho
DEPARTMENT OF INSURANCE

BRAD LITTLE
Governor

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Director

SURPLUS LINES BROKER EFT GUIDE AND ENROLLMENT

GENERAL INFORMATION:

Enrollments are **not processed** from February 14 to July 1

Tax, fee, and penalty payments of **$100,000 or more** must be paid by Electronic Funds Transfer (EFT) as required by Idaho Code §67-2026.

Tax, fee, and penalty payments **under $100,000** to the Idaho Department of Insurance may be paid by check, credit card/ACH Debit (through TriTech), ACH credit/ wire transfer(directly through your bank).

Enrollment is required for ACH Credit or wire transfers. **One Surplus Lines Broker per form**

If a due date falls on a **Saturday, Sunday, or legal holiday**, EFT payments may be made on the **next business day**.

Settlement date of the payment is used to determine timeliness. This can take 24-48 hours. Please plan accordingly.

After enrollment is processed, instructions and our banking information will be sent to the contact listed on this form from sbs@naic.org. If you do not see the instructions within 3 business days, please check your spam folder.

ENROLLMENT FORM:

Surplus Lines Broker Name:	
National Producer Number (NPN):	
Contact Name:	
Direct Phone # with Extension:	
Email:	
Date:	

Please email completed form to premiumtax@doi.idaho.gov