

PROPERTY & CASUALTY FORMS CHECKLIST & CERTIFICATION

This form is required to be completed and attached to your filing to facilitate a prompt review. It is not a complete list of all code and rule citations. You should carefully review the requirements in Idaho Code, specifically in chapters 13, 14, 16, 18, 24, and 25, as well as applicable Idaho Administrative Procedures Act (IDAPA) rules. Please note: A separate checklist is used for rates and rules. **Failure to fully complete, sign and date this document will result in disapproval of your filing.** Filings must be submitted and approved in your domicile state prior to filing with the Idaho Department. Pending and or not filed status will be disapproved without valid justification for the same. **Any certification required is made by signature on this form.**

Date:		Company Name:		NAIC NO.:		Effective Date:	
Company Address:				City:		State:	ZIP:
Group/Bureau/Rating Organization:				Member or Subscriber ID No.:			
Product Type:		Product Name:		TOI:		Sub-TOI:	
Prior SERFF Filing No.:		Companion Rate Filing No.:		Prior Effective Date:			

TITLE	CITATIONS	COMMENTS	YES	NO
Checklist-Certification	Idaho Code §41-1812(2)	Form is complete, signed and dated.		
Type of Insurance (TOI)	Department Requirement	Form names match TOI.		
Company "Me Too" filings:	Department Requirement	The Department does not accept "Me Too" filings.		
General Information Tab	Department Requirement	A complete and detailed explanation of your filing is completed on the SERFF General Information Page. See filing memoranda June 2020.		
Company Names	Department Requirement	Company name on all forms are not bracketed. If filing is for multiple companies, certify the form is only used for the companies listed on "Companies and Contact" tab.		
Form Schedule	Department Requirement	Form names, numbers, and attachments are listed on form schedule and match the form. Form numbers are not be bracketed.		
Revised Forms	Department Requirement	Previous SERFF tracking number(s) is provided in "Filing Description."		
Redline Forms	Department Requirement	Strike through or red-line examples of amended form pages are on the supporting documentation tab.		

TITLE	CITATIONS	COMMENTS	YES	NO
Facsimile Signature	Idaho Code §41-1819	Facsimile signature of the company's authorizing officer is on the policy, riders, amendments, and endorsements.		
Third Party Authorization	Department Requirement	Date is current on authorization letter is within the current calendar year.		
Managing General Agents	Idaho Code Title 41, Chapter 15	Policy is administered by a Managing General Agent. Idaho MGA license and copy of the Administration agreement are located on the Supporting Documents Tab.		
Declaration Pages	Department Requirement	Declaration pages have entire company name, if filing for one company.		
Application	Idaho Code §41-1812(1)	Application is included in this filing or prior Idaho SERFF tracking number is provided. Company name is on application if part of the policy.		
Binders	Idaho Code §41-1823	Time frame does not extend "beyond the issuance of policy, or the endorsement."		
Endorsements	Idaho Code §41-1812(2)	Policy form number and SERFF filing number noted on the General Information tab.		
Definition of Spouse	29 U.S.C. 2611(13)	Definition of spouse <u>does not</u> include reference to domestic partners or civil union partners.		
Domestic Partners		If domestic partner coverage is offered, forms allow for both same and opposite sex partners.		
Cancellations-Commercial Lines	Idaho Code §41-1842	Verify policy includes a minimum: 10-day notice for nonpayment of premium 30-day notice of cancellation; -45-day notice of nonrenewal		
Cancellations-Personal Lines	Idaho Code §41-2401(j): Idaho Code §41-2507	Verify policy includes a minimum: 10-day notice for nonpayment of premium 30-day notice of cancellation		
Mid-term Cancellations	Bulletin 85-1- <u>Commercial</u>	Policy complies with Bulletin 85-1 in accordance with mid-term cancellations and actions.		
Refund of Unearned Premiums	Idaho Code §41-1333	Upon cancellation, the company refunds any "unused collected premium pro rata."		

TITLE	CITATIONS	COMMENTS	YES	NO
Rebating	Idaho Code §41-1314	Policy does not include rebates , inducements or anything of value unless specified in the contract and in compliance with Idaho Code.		
Block Nonrenewal	Idaho Code §41-1841 Idaho Code §41-2507	The Company will give Notice to the director 120 days prior to nonrenewal. The Department does not allow Block-Nonrenewal on Personal Lines Auto.		
Servicing of Contracts	Bulletin 85-5	The company complies with Idaho’s servicing responsibilities as stated in Bulletin 85-5.		
IF APPLICABLE				
Travel Policies	Department Requirement	Travel insurance template is completed in order to correctly categorize Type of Insurance (TOI)2F ¹		
Fire Policies	Idaho Code § 41-2401	Policy complies with New York Standard form, as revised in 1943, with only allowable exceptions as in code.		
Provide Comments/reasons for “No Responses Below				

Under Idaho Code § 41-1812, forms must be filed and certified to be in compliance with applicable sections of the Idaho Code. If the forms are later found to be in noncompliance with the Idaho code and rules of the Department, the director shall, in accordance with the Idaho administrative procedures act, prohibit the use of such forms and administrative penalties may be assessed. Insurers would have to correct the forms, retroactive to the date of first use.

CERTIFICATION OF COMPANY OFFICER: Filer certification must be signed and completed by an officer of the Company.

I, the undersigned, declare that I am an officer, or authorized representative of an officer, of the organization named above, and that I have the authority to bind that organization by my signature. I have reviewed the contents of this filing and all applicable sections of the Idaho Insurance

¹ The travel insurance template provided by the state is used to help determine the correct Type of Insurance (TOI) for filing. Depending on the percent of insurance considered disability (e.g., medical), the filing may need to be submitted under a different TOI.” Note: If the travel policy includes disability benefits, filing needs to comply with disability laws.

code, rules, and bulletins. I certify that, to the best of my knowledge and belief, all documents contained herein comply with said code, rules, and bulletins, are in final printed format and all terms contained therein appear exactly as they will appear when offered for issuance or delivery in the State of Idaho.

Officer Name		Filer Name	
Officer Signature		Filer Signature	
Officer Email		Filer Email	
Date		Date	