



LOUISIANA DEPARTMENT OF INSURANCE
TIMOTHY J. TEMPLE
COMMISSIONER

***FINANCIAL FILING INSTRUCTIONS
FOR
Domestic Captives NOT filing an NAIC Statement
Association and Pure Captives***

This checklist is not inclusive of all Louisiana Department of Insurance (LDI) regulatory requirements; The Commissioner may require additional documents/filings as warranted.

The LDI requires the following filings for a captive insurer to continue its 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. **Annual Report** - Annually on or before **March 1st**, a statement of its financial condition for the year ending December thirty-first immediately preceding, and any amendment to the plan of operation at last year-end, verified by the oath of at least two of its executive officers. The statement shall be in the form prescribed by the commissioner, currently the Louisiana Captive Annual Report ([LCAR v.2024 / Instructions](#)).
2. **Statement of Actuarial Opinion** - Annually on or before **March 1st**, an annual actuarial certification of loss reserves and loss expense reserves which includes an opinion of the adequacy of the loss reserves and loss expense reserves of the captive insurer, in a format acceptable to the commissioner. The person that certifies the reserves shall be approved by the commissioner and shall be a qualified actuary as defined in the National Association of Insurance Commissioners Quarterly and Annual Statement Instructions—Property/Casualty.
3. **Premium Tax Statement** [Electronic Filing](#) - Annually on or before **March 1st**, a captive insurer shall be subject to taxation at the same rate and subject to the same interest, fines, and penalties for nonpayment as that applicable to domestic insurers.

The Annual Premium Tax Statement (Form 1061) and Annual Municipal Premium & Tax Report (Form 1076) should be filed online through the LDI's Industry Access Portal:

<https://ia.ldi.state.la.us/IndustryAccess/>

These forms are not available on the LDI's website.

Please contact Tommy Coco, (225) 342-1012, Tommy.Coco@ldi.la.gov, with any questions regarding premium taxes, or filing fees.

4. **Audited Financial Statement** - Annually on or before **June 30th**, an audited statement of the captive insurer's financial condition prepared in accordance with generally accepted accounting principles in the United States for the year ending December thirty-first immediately preceding, which shall include all of the following:
 - (a) Report of independent certified public accountant.
 - (b) Balance sheet.

- (c) Income statement.
- (d) Statement of cash flows.
- (e) Statement of changes in capital and surplus.
- (f) Notes to financial statements.
- (g) Report of evaluation of internal controls.
- (h) Accountant's letter.

For any of the above filings not made through Industry Access, an original and a duplicate or photocopy must be filed at either of the below addresses on or before the filing deadline.

<u>MAILING</u>	<u>PHYSICAL</u>
Louisiana Department of Insurance Administrative Services P. O. Box 94214 Baton Rouge, LA 70804-9214	Louisiana Department of Insurance Administrative Services 1702 North 3rd Street Baton Rouge, LA 70802

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 Bill Werner at (225) 219-1818, Bill.Werner@ldi.la.gov

Submission of Contact Information [Electronic Filing](#)

No later than March 1 each year, all risk bearing entities must provide an annual certification for certain contact types. The information on contact types is include in Regulation 117.

How to provide annual certification. The LDI will use the existing Licensee Contacts Module of the Industry Access System for the updates and the annual certification. A risk bearing entity may use the Licensee Contacts Module or the Uniform Certificate of Authority Corporate Amendment Form 14 to notify the LDI of changes to the contact information but the annual certification will only be available through the Licensee Contacts Module of the Industry Access System.

See the following link for further information: <https://ldi.la.gov/industry/company-licensing/company-contact-changes>

Please direct any contact information questions to the Division of Company Licensing, (800) 259-5300.