



LOUISIANA DEPARTMENT OF INSURANCE
TIMOTHY J. TEMPLE
COMMISSIONER

**2025 FINANCIAL FILING INSTRUCTIONS
FOR
DOMESTIC NON-PROFIT FUNERAL SERVICE ASSOCIATIONS**

The following is required by law to be filed with this Department to continue your 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 statement as of December 31, 2024, which must be filed on or before March 1, 2025. ***Bound Annual Statement Blanks are no longer available from our Vendor. I apologize for any inconvenience that this may cause.***
2. A detailed listing of all investments held as of December 31, 2024, identifying the specific code citation authorizing each investment. This must be filed on or before March 1, 2025.
3. No quarterly statements are required to be filed unless specifically requested by this Department.
4. Filing fee in the amount of \$25.00 due on or before March 1, 2025.

All filings must be mailed in accordance with LDOI Rule No. 12 to the following address:

**LOUISIANA DEPARTMENT OF INSURANCE
ADMINISTRATIVE SERVICES
P.O. BOX 94214
BATON ROUGE, LA 70804**

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 Shantell Taylor at (225) 342-9323 or Shantell.Taylor@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 question to the Division of Company Licensing, (800) 259-5300.