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BULLETIN 2020-15 MISSISSIPPI INSURANCE DEPARTMENT

ANNUAL COMPANY LICENSE RENEWAL AND INVOICE PROCEDURES

November 4, 2020

The Mississippi Insurance Department (“Department”) has changed the process regarding Annual Company License Renewals and Invoice payment and will now accept online submission of Annual Company License Renewal Applications in addition to allowing for the electronic payment of invoiced fees. On November 16, 2020, the Department anticipates emailing the Annual Company License Renewal Application along with the Invoice containing required fees to each insurer with a renewal date of January 1, 2021, which include the Larger Fraternal, HMO and Life license types. Property & Casualty and Title license types with a June 1, 2021 renewal date will be emailed on or around April 15, 2021. Surplus Lines Filing Fees will be emailed on or before March 15, 2021. Below you will find instructions regarding this new process:

Payment Process

All 2020 and future Mississippi Annual Company License Renewal Invoices should be paid via Sircon’s electronic payment portal (www.sircon.com). This process enhances efficiency, reduces costs and improves customer service with the Department. You will be able to submit payment for all Company License Renewal invoices for your company in a single transaction through this service without having to pay each invoice separately. To use this service, you must be a Sircon account holder.

If you do not have a Sircon account, go to www.sircon.com/products/carriers/signup/ and follow the instructions to establish your Sircon account. If you already have a Sircon account, no action is required by you. Access to the State Invoice Payment Service for the Mississippi Company License Renewals will be available on November 16, 2020.

Payments will be made through an Automated Clearing House (ACH) process using Vertafore’s Sircon Solution. There will be a \$10 service fee for each invoice paid. Payments can be made with checking, savings or corporate checking accounts. To submit these payments, the account must be authorized to accept ACH transactions.

NOTE: Once your Sircon account is set up and your bank is notified of the above information, no additional set up is needed. If you have any questions regarding your Sircon account or this new payment service, please contact Sircon directly, sirconsupport@vertafore.com or (877) 876-4430.

****Please note that you will still be able to submit a check for the applicable fees should you be unable to submit payment electronically as noted above, however, electronic payment is highly encouraged.**

Submitting the Annual Company Renewal Application

The Annual Company License Renewal Application shall be submitted via Mississippi's Document Submission portal by going to the Companies webpage on the Department's website (www.mid.ms.gov) or by clicking on the following link: <http://www.mid.ms.gov/companies/filing-submission-portal.aspx>.

Questions regarding use of the Document Submission Portal should be addressed to filings@mid.ms.gov.

Questions regarding the Annual Company License Renewal Application and/or Invoice should be addressed to the Statutory Compliance Division at compliance@mid.ms.gov.

Updating Insurer Company Renewal Contact Information

Annual Company License Renewal Applications and Invoices will be generated and emailed using the Company Licenses/Fees Contact on record with the Department. The Company Licenses/Fees Contact shall be reviewed and updated using the Mississippi Company Address Change Portal by going to the Companies webpage on the Department's website (www.mid.ms.gov) or by clicking on the following link: <http://www.mid.ms.gov/companies/filing-submission-portal.aspx>.

Questions regarding use of the Company Contact Address Change Portal should be addressed to filings@mid.ms.gov.

Please ensure that all contact information is current no later than November 15, 2020.

Issued this the 4th day of November, 2020.



MIKE CHANEY
COMMISSIONER OF INSURANCE

