



**Mark Gordon**  
Governor

THE STATE OF WYOMING  
***Department of Insurance***  
106 E. 6<sup>th</sup> Ave. ▪ Cheyenne, Wyoming 82002

**Jeffrey P. Rude**  
Commissioner

September 16, 2024

Attn: All Surplus Lines Insurers doing business in Wyoming

RE: RECONCILIATION OF NON-ADMITTED PREMIUM

The Wyoming Department of Insurance (Department) is requesting certain information regarding the non-admitted insurance that was written in Wyoming for the year 2024 and going forward. This data is necessary to reconcile the premiums written by non-admitted insurance companies with the premiums reported by the Wyoming non-admitted filers (surplus lines agents/brokers, direct procurement filers, and risk purchasing groups).

Wyoming follows the "Home State" taxation and regulatory requirements that are outlined in the Non-Admitted and Reinsurance Reform Act (NRRRA) as required under W.S. 26-11-118.

Surplus Lines Brokers that transact business with non-admitted insurers where Wyoming is the home state are required to file tax reports with the Wyoming Department of Insurance and remit taxes and fees on all Wyoming non-admitted insurance business through the Surplus Lines Information Portal (SLIP). As a surplus lines insurer doing business in Wyoming, you currently file your business written report to the Wyoming Department of Insurance via a paper filing. The Department is modernizing this filing to be an electronic filing via the SLIP system, which will no longer require the paper filing.

Insurers will submit policy data to the Wyoming Department of Insurance via the SLIP system. SLIP website can be accessed via <https://www.slasclearinghouse.com> or <https://slip.slasclearinghouse.com/Common/login.aspx?ReturnUrl=%2f>. All surplus lines insurers will be sent an email when their company's SLIP account is created. However, if you do not receive an email, insurers can register for a SLIP account on the SLAS SLIP login page.

Insurers have the following options for data submissions via SLIP: (1) manual data entry or (2) multiple policy submission through an XML batch process. Insurers reporting a relatively small number of policies are ideal candidates for the manual data entry in SLIP, while insurers reporting numerous policies may prefer to submit data in XML batch format. Please contact the SLAS staff at [batchfiling@slasclearinghouse.com](mailto:batchfiling@slasclearinghouse.com) to request more information on the batch filing process.



THE STATE OF WYOMING  
*Department of Insurance*

RECONCILIATION OF NON-ADMITTED PREMIUM (Concluded)

The Wyoming Department of Insurance reconciles the non-admitted insurance company data with non-admitted filer/broker data that is submitted into SLIP. Please report the data as it appears on the declarations page. The following data elements are required for each policy submitted by insurers:

- ☐ Policy number
- ☐ Insured
- ☐ Name of the surplus lines agent or direct procurement filer
- ☐ Premium (100% of the premium for Wyoming "Home State" policies)
- ☐ Transaction effective date

Surplus Lines Insurers writing business in Wyoming will have until December 31, 2024 to report transactions effective January 1, 2024 – September 30, 2024. All transactions effective October 1, 2024 and after should be reported using the schedule below.

**Foreign Insurers - Quarterly Filings**

Reporting Period	Transactions Effective	Reporting Deadline
1 <sup>st</sup> Quarter	January 1 – March 31	June 30
2 <sup>nd</sup> Quarter	April – June 30	September 30
3 <sup>rd</sup> Quarter	July 1 – September 30	December 31
4 <sup>th</sup> Quarter	October 1 – December 31	March 31 of the following year

To summarize, all foreign insurer transactions effective January 1, 2024 – September 30, 2024 should be reported in SLIP on or before December 31, 2024. Foreign insurer transactions effective October 1, 2024 and after should be reported quarterly using the reporting deadline schedule listed above. Alien insurer transactions effective January 1, 2024 – December 31, 2024 should be reported annually on or before June 30, 2025.

For more information on insurer reporting or premium reconciliation, please contact the SLAS team at [InsurerServices@slasclearinghouse.com](mailto:InsurerServices@slasclearinghouse.com), or by phone at 877.267.9855. You may also contact the Wyoming Department of Insurance at 307.777.2448 or [lela.ladd@wyo.gov](mailto:lela.ladd@wyo.gov).

Respectfully,

Lela Ladd  
Insurance Standards Manager  
Wyoming Department of Insurance