

Conversion to OPTins for Surplus Lines Premium Tax Filing System



Bulletin 25-IB-002-09/04

The District of Columbia Department of Insurance, Securities and Banking (the “Department”) is issuing this bulletin to advise all licensed producers with surplus lines authority doing business in the District of Columbia that the Department is converting from a paper filing system to a standardized electronic filing system using *OPTins*.

Effective January 1, 2026, all surplus lines monthly reports of unauthorized business and the semi-annual report of unauthorized business filed with the Department shall be filed electronically through *OPTins*. Monthly reports will continue to be required only if there is activity to report; semi-annual reports are required even if there is no activity to report. As of January 1, 2026, DISB will no longer accept paper surplus lines reports.

The Department's conversion to *OPTins* will enhance the cost-effectiveness, the efficiency, and the accuracy of record-keeping for surplus lines premium tax filings and payments. The Department has allowed optional use of *OPTins* previously and most District licensed surplus lines producers have already begun to transmit their premium tax payments through *OPTins*.

About *OPTins*

OPT*ins* is a website for online (electronic) reporting and payment that was developed and will be maintained and administered by the National Association of Insurance Commissioners ("NAIC"). OPT*ins* provides the insurance industry with the required state-specific forms and a seamless electronic payment system. Once producers are registered to use OPT*ins*, they can automatically file reports and payments in all participating jurisdictions. The NAIC charges an OPT*ins* fee on surplus lines filings of 5% of the payment submitted with a maximum charge of \$17.50 and a minimum charge of \$3.00. For detailed registration and filing instructions, visit the OPT*ins* website at: optins.org. Insurers may also contact OPT*ins* support services at 816.783.8500.

Contact

Any questions or concerns regarding this Bulletin may be directed to the DISB Surplus Lines Division at disb.surpluslinestax@dc.gov.