



**STATE OF TENNESSEE
DEPARTMENT OF COMMERCE AND INSURANCE**

Financial Affairs Section / Analytical Unit 0576
500 James Robertson Parkway, 4TH Floor
Nashville, Tennessee 37243
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MEMORANDUM

To: Companies Required to Submit Statement of Premium Taxation and Fees
From: Tennessee Department of Commerce and Insurance
Date: January 25, 2012
Re: *OPTins* – Electronic Premium Tax
The Tennessee Department of Commerce and Insurance

The Tennessee Department of Commerce and Insurance is accepting "*OPTins*" for premium tax forms and collecting related payments effective February 1, 2012. The Insurance Division expects *OPTins* to assist insurance companies with the timely filing of their tax forms and payments.

Electronic payments through *OPTins* may be processed either through electronic fund transfer ("EFT") or automated clearing house ("ACH").

The steps to submit the tax filings are very simple and require no formal training. Easy to follow instructions are available at: <http://www.optins.org>. Once registered and set up, you will be able to log in, complete your filing forms and submit your payment online. Using *OPTins* will not require paper checks – everything is electronic. Tax forms along with payments are received at the Tennessee Department of Insurance and the Premium Tax section immediately upon submission by the company or licensee.

OPTins allows you to save time and ensures that both forms and payments are received by the Department on a timely basis. **To implement *OPTins*, contact the *OPTins* Marketing Team at optinsmktg@naic.org or call (816) 783-8787.** If you already use *OPTins*, you do not have to contact *OPTins* Marketing, just login and file for Tennessee.

Question or comments applicable to this Memorandum should be directed to:

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The Tennessee Department of Insurance encourages readers of this notice to periodically check the Insurance Division web site <http://state.tn.us/commerce/insurance/> for news, information, updates and other relevant materials.