

**ALASKA DIVISION OF INSURANCE  
INSTRUCTIONS FOR FILING ANNUAL STATEMENT AND PREMIUM TAX REPORT  
RISK RETENTION GROUP**

**Use the Tab key to navigate through the document to complete the annual premium tax report.**

**Alaska prefers the company use *OPTins* to file the Annual Premium Tax Report and pay taxes**

- A. The Annual Statement, supplements, exhibits and schedules must be filed electronically with the NAIC by March 1, 2024, per Alaska Statute 21.09.200.
- B. The Annual Premium Tax Report Form 08-203 RRG and the Alaska state page and Schedule T must be filed on or before March 1, 2024.

**The Premium Tax payment must be postmarked on or before March 1, 2024 per AS 21.09.210. The payment may be made by check, credit card or preferably through *OPTins*. If credit card, contact Rebecca Nesheim at [rebecca.nesheim@alaska.gov](mailto:rebecca.nesheim@alaska.gov) for a payment link.**

**Other Important Notes:**

- 1 **NOTE: Report written premium for the insurance of risks resident or located in Alaska as required by Alaska statute 21.09.210. When a policy or contract covers subjects or risks located or resident in more than one state, allocate premium and report that portion that covers Alaska property, subjects, or risks.**
- 2 In order to continue your registration as a risk retention group in Alaska, you must be in compliance with Alaska Regulation 3 AAC 24.060. The annual continuation of registration form must be filed with a payment of the \$200 continuation fee by December 31, 2023. Failure to send the completed continuation form to our office by January 31, 2024, will result in the discontinuation of the risk retention group's registration as of December 31, 2023.
- 3 Unless properly registered, a risk retention group cannot transact insurance in accordance with the Liability Risk Retention Act of 1986.
- 4 If the Risk Retention Group provides documentation that the proper collection, reporting and payment of applicable taxes has been done by an Alaska Licensed Surplus Lines Broker (AS 21.34.180), the liability for the payment of that portion of the tax is waived.
- 5 If the due date falls on a weekend or holiday, the report and payment are due the next business day.
- 6 Premium tax refunds must be requested by letter, email or *OPTins* and include supporting documentation.
- 7 The official premium tax/fees contact name, address, phone, fax, & email will change to the information on the report.

If you have any questions contact Rebecca Nesheim at (907) 465-2584 or [rebecca.nesheim@alaska.gov](mailto:rebecca.nesheim@alaska.gov)



**ALASKA DIVISION OF INSURANCE  
2023 ANNUAL PREMIUM TAX REPORT  
RISK RETENTION GROUP**

**Must be Postmarked on or before March 1, 2024**

<input type="checkbox"/> Amended - check here	
Risk Retention Group Name	Organized Under the Laws of: NAIC #
Mailing Address <span style="float:right">City, State, Zip Code</span>	
Contact Name and Address, if different than above *	Email:
	Phone:

\* Changing official record - see instructions

**PREMIUM TAX CALCULATION**

1. Premium Tax \_\_\_\_\_ x 2.7% = \_\_\_\_\_  
(Schedule A) Net Premium
2. Have any of the above taxes been collected, reported, and paid by an Alaska  
Licensed Surplus Lines Broker? Yes  No   
If yes, complete Schedule C and report taxes already paid \_\_\_\_\_
3. Premium Tax Credit (Schedule B) \_\_\_\_\_  
(Educational) \_\_\_\_\_
4. Net Premium Tax (lines 1 - 2 - 3) \_\_\_\_\_
5. Less amounts already paid in Alaska (credits, etc.) \_\_\_\_\_
6. Tax Payable with Report (if overpayment, please send written request for  
refund or credit for tax year 2024). \_\_\_\_\_  
(Lines 4 - 5)

**SCHEDULE A. RISK RETENTION GROUPS (AS 21.09.210)**

***NOTE: Report written premium for the insurance of risks resident or located in Alaska as required by Alaska statute 21.09.210. When a policy or contract covers subjects or risks located or resident in more than one state, allocate premium and report that portion that covers Alaska property, subjects, or risks***

**GROSS PREMIUM INCOME:**

1. Total direct premium income written including policy memberships and other fees \_\_\_\_\_
2. Finance and service charges \_\_\_\_\_

**DEDUCTIONS ALLOWED:**

4. Unabsorbed premiums or dividends refunded or credited to policyholders \_\_\_\_\_
- TOTAL DEDUCTIONS** \_\_\_\_\_

**NET PREMIUM** \_\_\_\_\_

I, \_\_\_\_\_, certify that I am the \_\_\_\_\_  
(Company Official) (Title)

of the above-named risk retention group and that the premium tax report is a complete, true and correct statement of all premiums and fees on business written by said company during the year ending December 31, 2023, on insurance of property or risks resident or located in Alaska.

\_\_\_\_\_  
Signature

**SCHEDULE B. RISK RETENTION GROUP PREMIUM TAX CREDIT CALCULATION**

**a. Cash Contribution to Educational Institutions (AS 21.96.070)**

1. Total Amount of Contribution	_____	
2. 50 Percent of Contribution	_____	
5. Educational Premium Tax Credit up to \$1,000,000 (line 2)		_____
6. Tax Liability (line 1 - line 2, on page 1)		_____
7.	<b>Educational Premium Tax Credit</b>	_____
<b>NOTE:</b> Include copy of check or other verification of contribution.	<b>Limited to the lower of \$1,000,000 or tax liability</b>	_____
<b>TOTAL PREMIUM TAX CREDITS</b>		_____
(Line 7, limited to the tax liability)		

**Schedule C. Report of Surplus Lines Broker Premiums and Taxes**

Name of Surplus Lines Broker	License Number	Premiums Written	2.7% Tax Collected	Date Taxes Reported & Paid to the Division

Total Tax Collected by Surplus Lines Broker =====

**NOTE:** You must provide documentation from the surplus lines broker verifying that the premium tax has been collected and paid to the division.