January 12, 2011

CIRCULAR LETTER TO ALL MEMBER COMPANIES

Re: Annual Data Calls

Annually, the North Carolina Rate Bureau, the North Carolina Reinsurance Facility and the North Carolina Insurance Guaranty Association collect the statutory Property and Casualty Annual Statement and Insurance Expense Exhibits. The Bureau also collects Private Passenger Automobile, Homeowners, Dwelling and Mobile Homeowners Expense Experience and Installment Payment data. The use of this data is for the preparation of rate filings, apportionment of expenses and determination of expense allowances and assessments.

The Governing Committee has authorized the Bureau to obtain copies of the Property and Casualty Annual Statement and Insurance Expense Exhibit filings (the same filings that member companies are required to submit annually to the National Association of Insurance Commissioners (NAIC))along with the Expense Experience and Installment Payment data.

The call dates for submission of the 2010 data to the North Carolina Rate Bureau are as follows:

ANNUAL CALL	DUE DATE
Annual Statement	March 1, 2011
Insurance Expense Exhibit	April 1, 2011
Automobile Expense Experience	April 21, 2011
Installment Payment Charges	May 5, 2011
Homeowner Expense Experience	June 1, 2011
Dwelling Expense Experience	June 1, 2011

For 2010, data reported on the Automobile Expense Experience Forms A-1 and A-2, Refunds and Expenses Related to Rate Case Settlement columns, enables the Rate Bureau to reconcile reported data, to the extent possible, with Statutory Page 14 of a company's Annual Statement. This data also allows the Rate Bureau to comply with the Consent Order signed in connection with the Private Passenger Automobile rate case settled on July 15, 2009. The Consent Order dated July 15, 2009 included the following provision:

> Neither the premiums refunded, interest paid nor the expenses incurred in connection with issuing refunds pursuant to these procedures are to be included as expenses in response to the Annual Call for Automobile Expense Experience issued by the Rate Bureau. However, separate entries shall be included on the Annual Call for Automobile Expense Experience to report the amount of premium refunded, interest paid and the expenses incurred in issuing refunds.

Company personnel responsible for completing these forms should be aware of the above provision in order to ensure compliance.

All member companies are required to use the IDC (Industry Data Collection) web application to submit the various data calls. The IDC web application is located on the Member Services Portal of the Personal Lines Services page of the website (www.ncrb.org). The IDC User Guide and IDC Getting Started Guide are located on the Personal Lines Expense Experience tab of the website. Hard copy data will not be accepted.

The Governing Committee has approved the implementation of a penalty fee for the late submission of annual data calls. A penalty fee of $100 per day will be imposed for all late submissions. The $100 per day fee is imposed for each of the requested data calls. Member companies are urged to meet the requested due dates to avoid late penalty charges.

For your convenience, attached is a *Financial Call Contact Form*. This form is also available on the NCRB website at www.ncrb.org. Click the NCRB button and then select the Personal Lines Services link. On the Personal Lines Services page, there is a link to the *Financial Call Contact Form*. Please complete the form and return to the Rate Bureau by February 15, 2011. The completion of this form will ensure that the Bureau has up to date and accurate information and will allow us to contact you should questions arise concerning your data submissions. The *Financial Call Contact Form* can be emailed to idcsupport@ncrb.org or faxed to 919-783-7467.

Please share this information with personnel responsible for reporting data to NCRB. If you have any questions, you may contact the NCRB Information Center at 919-582-1056 or wcinfo@ncrb.org

Sincerely,

Delisa D. Fairley

Insurance Data Operations Manager

DDF:dms

A-11-1

NCRB-NCRF-NCIGA
north carolina
RATE BUREAU
REINSURANCE FACILITY
INSURANCE GUARANTY ASSOCIATION

North Carolina Rate Bureau Financial Call Contact Form

This form is being completed to update the contact information for the North Carolina Rate Bureau's Financial Calls. Should questions arise concerning the data submitted, NCRB will use the contact listed below. If a company has multiple contacts, please fill out the section below for *each* contact and attach as a separate page.

Contact Information		
NAIC Company Name		
Contact Name		
Contact Title		
Contact Department		
Address Line 1		
Address Line 2		
City, State, Zip Code		
Phone Number		
E-Mail Address		
Annual Call Applicable	**Automobile Expense Experience**	☐ **Y or N** ☐
	Installment Premium Charges	☐ **Y or N** ☐
	Homeowners Expense Experience	☐ **Y or N** ☐
	Dwelling Expense Experience	☐ **Y or N** ☐

Print Name

Title

Signature

Date

Email: idcsupport@ncrb.org
Fax: (919) 783-7467

Print Form

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