



December 8, 2021

**CIRCULAR LETTER TO ALL MEMBER COMPANIES**

**RE: 2022 Reporting Schedule**

Attached is a schedule of reporting due dates published for your convenience when filing the North Carolina Reinsurance Facility (NCRF) monthly data during calendar year 2022.

**If you do not cede any business or write auto liability coverage subject to recoupment, no action is required.**

All data must be submitted by the indicated due dates via FTP file transmission directly to NCRF, with the exception of run-off companies that have been specifically excused from the FTP requirements by NCRF.

Reports which cannot be processed or are not received by the due dates:

- Will not be included in that month's processing cycle
- May increase the number of cessions charged for the lack of premium
- May create some distortion in the financial reports of the Facility and in the share of each member company

Reporting Schedule – Calendar Year 2022 North Carolina Reinsurance Facility		
Accounting Month	Cutoff Date	Notes
December 2021	Tuesday, January 25, 2022	
January 2022	Monday, February 28, 2022	
February 2022	Monday, March 28, 2022	
March 2022	Monday, April 25, 2022	
April 2022	Wednesday, May 25, 2022	
May 2022	Monday June 27, 2022	
June 2022	Monday, July 25, 2022	
July 2022	Thursday, August 25, 2022	
August 2022	Monday, September 26, 2022	
September 2022	Tuesday, October 25, 2022	
October 2022	Monday, November 28, 2022	Thanksgiving Holiday Nov. 24 <sup>th</sup> & 25 <sup>th</sup>
November 2022	Tuesday, December 27, 2022	Christmas Holiday Dec. 23 <sup>rd</sup> & 26 <sup>th</sup>
December 2022	Wednesday, January 25, 2023	

**These are the reports to be submitted:**

- **NIL Report (If no accounting data to report)**
- **Monthly Summary Data**
- **Accounting Transaction Detail Data**
- **Monthly Recoupment Summary Records**
- **Designated Carrier Monthly Outside Legal Expenses Paid Detail (designated carriers only)**

**Please bring this material to the attention of those responsible for the submission of data to NCRF.**

**Questions regarding this circular should be directed to Terry Brown at (919) 582-1053 or email [teb@ncrb.org](mailto:teb@ncrb.org).**

**Sincerely,**

**Terry Collins**

**Chief Operating Officer**

**North Carolina Reinsurance Facility**

**TFC:teb**

**RF-21-16**