



December 8, 2022

CIRCULAR LETTER TO ALL MEMBER COMPANIES

RE: 2023 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 2023.

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 2023 North Carolina Reinsurance Facility		
Accounting Month	Cutoff Date	Notes
December 2022	Wednesday, January 25, 2023	
January 2023	Monday, February 27, 2023	
February 2023	Monday, March 27, 2023	
March 2023	Tuesday, April 25, 2023	
April 2023	Thursday, May 25, 2023	
May 2023	Monday, June 26, 2023	
June 2023	Tuesday, July 25, 2023	
July 2023	Monday, August 28, 2023	
August 2023	Monday, September 25, 2023	
September 2023	Wednesday, October 25, 2023	
October 2023	Monday, November 27, 2023	Thanksgiving Holiday Nov. 23 rd & 24 th
November 2023	Wednesday, December 27, 2023	Christmas Holiday Dec. 25 th & 26 th
December 2023	Thursday, January 25, 2024	

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**
- **Monthly Recoupment Detail 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 Patricia Stallings at (919) 582-1010 or email pas@ncrb.org.

Sincerely,

Terry Collins

Chief Operating Officer

North Carolina Reinsurance Facility

TFC:pas

RF-22-13