



EXCESS LINE ASSOCIATION
OF NEW YORK

120 Wall Street, 24th Floor
New York, New York 10005

Theresa Hetherington
Stamping Office Manager

TO: ELANY Members
FROM: Theresa Hetherington / Nancy Born
DATE: February 21, 2020
RE: Notice Regarding 2019 Premium Tax Reports

PLEASE NOTE. You **must** complete your premium tax statements online through the NYS Department of Financial Services Portal **unless you have obtained an exemption by the Superintendent.**

The New York State Department of Financial Services no longer sends out copies of the Section 2118 Premium Tax Statement filing forms and instructions. The portal can be reached at Agents & Brokers, Excess Line Broker Premium Tax Statement using the following link:

https://dfs.ny.gov/apps_and_licensing/agents_and_brokers/excess_line_broker_premium_tax_statement.

You will need a broker site ID in order to use this system. If you do not have a broker site ID and/or need instructions for accessing this system, please email Han Wang (han.wang@dfs.ny.gov), Jin Wang (jin.wang@dfs.ny.gov) or Kyn Mo (kyn.mo@dfs.ny.gov) and include your license number.

Please visit the Education/Training section of ELANY's website. An instructional video is available to assist you in completing your Premium Tax Statements.

Your year end reports of excess line business produced by you and recorded by ELANY for 2019 are now available. The reports are:

ELANY Report #1	Business Written Summarized by Peril Code
ELANY Report #2	Business Written Summarized by Fire Code
ELANY Report #3a	Business Written Summarized by Insurance Company
ELANY Report #3b	Federal Risk Purchasing Group Business Summarized by Insurance Company

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If you have obtained an exemption by the Superintendent and are not filing online, your Premium Tax Statement must be postmarked on or before March 16, 2020 to avoid penalty.

A copy of the New York Excess Line Risks Report is available for your record of items recorded and stamped by ELANY in the premium tax year 2019. If you paid premium taxes in the 2018 premium tax year using Section IV of your 2018 statement and have subsequently submitted these items to ELANY for processing, remember to report those items in Section IV(c) to avoid duplicate payment of premium tax. (Note: You may have used Section IV in 2018 to report business placed in 2018 but not reported to ELANY until 2019. Therefore, the attached reports will include such 2018 business in these 2019 reports).

Additionally, if you did not submit all 2019 risks to ELANY for stamping prior to our year end cut-off date, February 14, 2020, they should be added in Section IV(a) of your 2019 Premium Tax Statement and included in your calculation of taxes for the 2019 policy year.

Any item you submitted to ELANY which was suspended and returned to you for year 2019, which was not subsequently resubmitted and stamped by ELANY by February 14, 2020, should also be added in Section IV(a).

For those members with further questions regarding the completion of their tax statements, ELANY will hold an open house from 9 a.m. to 12 noon on Monday, February 24, 2020. Members should bring the following to the open house:

- 1) 2018 Tax Statement and Schedules**
- 2) 2019 Tax Statement Form and Schedules**
- 3) A schedule of any excess line risks placed, incepting during 2019, that were not reported to ELANY before February 14, 2020.**

If you have any questions, please call us at (646)-292-5500.

