

February 20, 2024

## **RE: 2023 PREMIUM TAX STATEMENTS**

### **FINAL NOTICE**

ELANY is pleased to announce that the 2023 ELANY reports, used to complete the excess line broker Premium Tax Statement, have been posted electronically and for those brokers who have selected mail for transmittal of reports, your 2023 reports are being mailed on February 20, 2024. **The DFS portal will be updated with ELANY's member reports on or about March 1, 2024.**

**All** licensed excess line brokers must file a tax return **ELECTRONICALLY** (Premium Tax Statement) on or before March 15, 2024, even if **NO** business was placed under that license. New York and a number of other states assess up to a \$500 penalty if you fail to file. So, be sure to file tax returns in all states, which require you to do so.

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. **ONCE AVAILABLE**, the portal can be reached [here](#).

**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 [BrokersiteIDRequest@dfs.ny.gov](mailto:BrokersiteIDRequest@dfs.ny.gov) and include your license number. **Please note that you will not receive any written notification, forms or other documents by mail from the New York State Department of Financial Services, so do not wait for any further notification.**

**Please visit the Education/Training section of ELANY's website. An instructional video is available to assist you in completing your Premium Tax Statements. Here is the link to the ELANY video library - <https://www.elany.org/video-library>. The video is titled, "How to Complete and File and Excess Line Premium Tax Statement".**

Should you have any questions regarding the content of this bulletin, please direct them to Theresa Hetherington at 646-292-5561 or you can email us at [elanyinfo@elany.org](mailto:elanyinfo@elany.org).