

Instructions

In order to avoid referral to the Department of Insurance for enforcement action, you must:

1. **RECONCILE** your tax statement and send the reconciliation to us.
2. **SUBMIT** the associated policies and endorsements to the Surplus Line Association.
3. **NOTIFY** us that you have submitted the policies and endorsements.
4. **FOLLOW THE RULES** from now on.

Reconcile

Complete the attached Reconciliation Form. Alternatively, you can download a Microsoft Excel version of the form from our website at:

www.slai.org/forms/taxrecon.html

You can email the reconciliation form to docasek@slai.org or you can mail it to:

David Ocasek
Surplus Line Association of Illinois
100 S. Wacker Drive #350
Chicago, IL 60606

Submit

The easiest way to submit the policies and endorsements is via our Electronic Filing System (EFS). If you are not already signed up for the EFS, you can download the registration package at:

www.slai.org/forms/mrp_down.html

Assistance for filing via the EFS, or on paper, can be found at:

www.slai.org/info/_info.html

Follow the instructions carefully and contact us if you have any questions.

Notify

Notify us when you have completed the reconciliation and submissions. If everything has been done properly, we will notify the Department of Insurance that the violations have been remedied.

Follow the Rules

We strive to make sure that everything you need to know about Illinois surplus line laws, regulations, rules and procedures can be found on our website. Click "Filing Info" for an overview of the procedures, as well as for our complete online Procedures Manual. If you don't understand, contact us and we'll help you out.

Repeat offenders will not be given a chance to remedy their violations before being referred to the Department for enforcement action, including penalties!