

FLORIDA SURPLUS LINES

● SERVICE OFFICE ●

TO: ALL FLORIDA RISK PURCHASING GROUPS

**FROM: TOM TERFINKO, ASSISTANT DIRECTOR
FLORIDA SURPLUS LINES SERVICE OFFICE**

DATE: AUGUST 22, 2013

**SUBJECT: INFORMATIONAL MEMORANDUM CONCERNING THE SUBMISSION OF
THE FLORIDA SURPLUS LINES PREMIUM RECEIPTS TAX**

The purpose of this memorandum is to provide guidance to all Florida registered Risk Purchasing Groups on the submission of Florida surplus lines tax.

Beginning the date of this memorandum, all surplus lines agents placing coverage on behalf of a Risk Purchasing Group shall submit taxes due to the Florida Surplus Lines Service Office (FSLSO). The Florida Surplus Lines Service Office is responsible for the collection of all such taxes as stated in Section 626.921, Florida Statutes.

All Florida licensed surplus lines agents (resident and nonresident) are required by Florida Statute 626.932 to file all policies written through a surplus lines carrier with FSLSO via the Surplus Lines Information Portal (SLIP) or XML batch filings. FSLSO generates invoices based on submitted policy information on a quarterly basis. The payment of taxes, fees and assessments is due before the 45th day following each calendar quarter.

Additional information and instructions concerning the proper submission of policy data to the FSLSO may be obtained at the following address: <http://www.fslso.com/faq/> Please select "Risk Purchasing Groups" at the bottom of the category list.

If you have any questions regarding the contents of this memorandum and you would like to speak with an insurance analyst, please contact the FSLSO at 850-224-7676 (select option 1).