



COMMONWEALTH OF PUERTO RICO

## OFFICE OF THE COMMISSIONER OF INSURANCE

January 27, 1982  
CIRCULAR LETTER NO. AE-11-855-81

TO ALL INSURERS AND REINSURERS AUTHORIZED TO TRANSACT  
PROPERTY AND CASUALTY INSURANCE BUSINESS IN PUERTO RICO

Subject: Annual Statement and  
Related Items

Dear Sirs:

Section 3.310 of the Insurance Code of Puerto Rico states the following:

"(1) Each authorized insurer shall annually, before the thirty-first day of March, file with the Commissioner a true statement of its financial condition, transactions, and affairs as of the December 31st preceding. The statement shall be on forms as prescribed by the Commissioner, shall contain information as required by this code and by the Commissioner, and shall be verified by the oath of at least two of the insurer's principal officers. The annual statement of a reciprocal or Lloyd's insurer shall be verified by his attorney-in-fact.

(2) The annual statement of a foreign insurer not formed in the United States but authorized to transact insurance in a state of the United States, may relate only to its assets, transactions, and affairs in the United States and Puerto Rico (and including, at the insurer's option, the Virgin Islands and the Canal Zone) unless the Commissioner requires otherwise. The statement may be verified by the insurer's United States manager or by its officers duly authorized."

Pursuant to the aforesaid section, the annual statement for calendar year ending December 31, 1981, shall be filed in this Office before March 31, 1982. Said annual statement shall be filed in duplicate in the official form approved by the National Association of Insurance Commissioners.

P.O. Box 3508 — Old San Juan Station — San Juan, Puerto Rico 00904

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In accordance with the provisions of section 3.310(2), cited above, foreign insurers not organized in the United States which elect to file an annual statement related to their United States business, must file all that information pertaining to their Puerto Rico affairs and transactions.

All insurers must also include with the regular annual statement the information required on page 14 of said statement with respect to Puerto Rico business only and information pertaining to transactions and holding of investments in Puerto Rico securities as of December 31, 1981, in the manner prescribed therein.

A copy of page 14, must also be sent by all insurers to the Association of Warranty of All Kinds of Insurance, Except Life, Disability and Health, by all member insurers, to the following address:

Association of Warranty of All Kinds  
of Insurance, Except Life, Disability  
and Health  
P. O. Box 1489  
Hato Rey, Puerto Rico 00919

In addition, enclosed please find blank forms of the Statement of Reconciliation of Premiums Written corresponding to your 1981 Puerto Rico Business. This statement must be completed in its entirety and filed in this Office, in addition to the regular annual statement, before March 31, 1982.

The filing of the Insurance Expense Exhibit is due on or before May 1, 1982. This Office does not supply the forms for the filing of the Insurance Expense Exhibit.

Domestic insurers only shall file, before March 31, 1982, along with the regular annual statement, a list, duly sworn, showing the name of each and every stockholder, the number of shares each one holds and the percentage such number of shares represents from the total number of shares, pursuant to circular letter No. E-9-783-79 of September 19, 1981.

All these reports, as well as the regular annual statement, must be submitted to this Office in duplicate. Please be advised that no additional time will be granted for the submission of the reports.

Cordially yours,

Juan Antonio García  
Commissioner of Insurance

Enclosure

Commonwealth of Puerto Rico  
OFFICE OF THE COMMISSIONER OF INSURANCE  
San Juan, Puerto Rico 00904

STATEMENT OF RECONCILIATION OF PREMIUMS WRITTEN

CALENDAR YEAR \_\_\_\_\_

COMPANY \_\_\_\_\_

1. Direct writings - Schedule T - Columns 1 \$ \_\_\_\_\_
2. Deduct:
  - 2.1 Business transacted by agents in previous year but accounted for by company in current year \$ \_\_\_\_\_
  - 2.2 Other deductions (explain below) \$ \_\_\_\_\_
  - 2.3 Total deductions (line 2.1 plus 2.2) \$ \_\_\_\_\_
3. Sub-Total \$ \_\_\_\_\_
4. Add:
  - 4.1 Business transacted by agents in current year but accounted for by company in following year \$ \_\_\_\_\_
  - 4.2 Other additions (explain below) \$ \_\_\_\_\_
  - 4.3 Total additions (line 4.1 plus 4.2) \$ \_\_\_\_\_
5. Business transacted by agents as reported by them in semiannual statement filed. \$ \_\_\_\_\_

Explanations \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The undersigned hereby certifies that the information indicated in this statement is true and accurate to the best of his knowledge.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Officer

Note: This form must be filed together with the Annual Statement of the same calendar year.