



COMMONWEALTH OF PUERTO RICO

OFFICE OF THE COMMISSIONER OF INSURANCE

February 19, 1997

Circular Letter No. E-2-1445-97

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

1996 Annual Statement and Related Items

Dear Sirs:

Section 3.310(1) and (2) of the Insurance Code of Puerto Rico, 26 L.P.R.A. sec. 331(1) and (2), stipulates 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."
(Emphasis supplied).

Pursuant to the aforesaid section, the annual statement for calendar year ending December 31, 1996, must be filed in this Office **on or before March 30, 1997**. The same must be presented in the official form approved by the National Association of Insurance Commissioners (Revised Form 1994). Pursuant to Circular Letter Number E-I-10-1242-91 of October 11, 1991, and to the amendments approved by the National Association of Insurance Commissioners, the size of the annual statement to be filed in this Office will be 9" x 14".

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 only to their United States business, must include also the information pertaining to their Puerto Rico affairs and transactions. Foreign insurers not organized or formed in the United States, but authorized to transact insurance business in Puerto Rico, and which close their books or accounts on June 30, 1996, must file a report or annual statement for the fiscal year ending June 30, 1996, **on or before September 30, 1997.**

All insurers must also include with the regular annual statement the information required on page 15 of said statement, with respect to Puerto Rico business only, and the information pertaining to the transactions and holdings of investments in Puerto Rico securities as of December 31, 1996, in the manner prescribed therein.

A copy of page 15, must also be sent by all insurers to the Puerto Rico Property and Casualty Insurance Guaranty Association, to the following address:

Puerto Rico Property and Casualty
Insurance Guaranty Association
P. O. Box 364967
San Juan, Puerto Rico 00936-4967

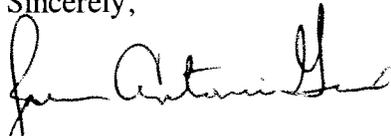
The filing in this Office of the Insurance Expense Exhibit is also due **on or before March 30, 1997.** This Office does not supply the forms for the filing of the Insurance Expense Exhibit.

Domestic insurers shall also file, **on or before March 30, 1996,** 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 represents from the total number of shares, pursuant to Ruling No. N-E-2-83-97 of February 12, 1997.

Please be advised that no additional time will be granted for the submission of the annual statement and the aforesaid reports.

Strict compliance with the aforesaid provisions is hereby required.

Sincerely,



Juan Antonio García
Commissioner of Insurance