



**Commonwealth of Puerto Rico
Office of the Commissioner of Insurance**

TO ALL NON RESIDENT PRODUCERS LICENSED BY THIS OFFICE

Annual Statement

GENERAL INSTRUCTIONS

Section 2 of Rule 15 of the Regulations of the Insurance Code of Puerto Rico, as amended, states the following:

“Every non resident producer shall file with the Commissioner, in the forms furnished by him, on or before March 31, an annual report of the business transacted during the preceding calendar year ending on December 31. If no business was transacted, it shall be so stated in the form.” (Emphasis supplied).

Pursuant to the aforesaid section, the annual statement for the calendar year ending December 31, shall be filed in this Office **on or before March 31**. The same must be filed using the form “Annual Report of Business Transacted for Nonresident Producers for the Year 2012”. The report must be sent in hard copy to our Office or submitted in electronic format by e-mail to:

estadisticas.informeproductores@ocs.gobierno.pr.

This report must only include the insurer business as a **producer**. Information about the insurer acting as a general agent must be presented in the form titled “*Informe Anual de Negocio de los Agentes Generales*”. Non compliance with the above mentioned provisions will be considered a violation to the Insurance Code of Puerto Rico, and will be penalized with the applicable sanctions.