

## MEMORANDUM

**TO: All Risk Purchasing Groups**

**RE: Annual Filing Requirements**

Pursuant to N.J.A.C.11:2-36.5(b)2 every registered Risk Purchasing Group (RPG) shall submit to the Department, on or before March 1, the following information;

- A. Contact information for the principal officer and Insurance Producer of the purchasing group. This information should include name, telephone number, and email address.
- B. NAIC/ISI Number, Name of Insurer, amount of Direct Written Premiums in New Jersey and Total Direct Written Premiums in New Jersey in 2019.
- C. Updated registration information including changes to insurance programs, insurance producers and/or insurance carriers used by the purchasing group.

All filings must be emailed to [rpg@dobi.nj.gov](mailto:rpg@dobi.nj.gov).

Any questions on this subject should be directed to William Leach by telephone at 609-940-7428 or Carolina Chong at 609-640-7430 or emailed at [rpg@dobi.nj.gov](mailto:rpg@dobi.nj.gov).