



# South Carolina Department of Insurance

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## NOTICE OF 2017 REPORTING INSTRUCTIONS FOR SAMPLE PREMIUMS DATA CALL

TO: All Insurers Writing Private Passenger Automobile Insurance or Homeowners Insurance Coverage in South Carolina

FROM: Michael Wise  
Assistant Actuary

SUBJECT: 2017 Private Passenger Automobile and Homeowners Insurance Sample Rates Pursuant to Bulletin 2013-02

DATE: April 21, 2017

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### I. PURPOSE

[Bulletin 2013-02](#) set forth an annual data call submission deadline of May 25<sup>th</sup> for rates effective June 1<sup>st</sup> of the applicable calendar year. The purpose of this notice is to remind Property and Casualty (P&C) insurers of this deadline to submit sample premium data.

Insurers are strongly encouraged to check the Department's website frequently, particularly the [P&C Data Calls webpage](#), for updates and, further, to sign up for the Department's Bulletins and Orders distribution list via the [Notification Subscription tool](#) to ensure timely receipt of subsequent guidance.

### II. SCOPE AND APPLICABILITY

Bulletin 2013-02 provides that P&C insurers who write new private passenger automobile property and casualty insurance (personal auto) or homeowners property and casualty insurance (residential property) and meet one of the following criteria will be required to submit information to the Department:

- The insurer is in one of the top 25 national groups based on personal auto direct written premiums and has more than \$1 million in personal auto direct written premiums in South Carolina, or
- The insurer is in one of the top 25 national groups based on homeowners direct written premiums and has more than \$1 million in homeowners direct written premiums in South Carolina.

As stated in Bulletin 2013-02, all other P&C insurers have the option to report the requested information and are encouraged to participate.

### III. SUBMISSION TIMELINE AND REQUIREMENTS FOR 2017 SAMPLE PREMIUMS

The 2017 annual submission period will begin on May 5, 2017, and data must be submitted no later than May 25, 2017. Unless otherwise noted, insurers should follow the guidelines set forth in Bulletin 2013-02.

The major changes from the guidelines set forth in Bulletin 2013-02 are as follows:

- Insurers should refer to the links provided below for updated documents and resources relative to the 2017 annual submission period;
- All files should be submitted in csv format – the online upload will only accept “.csv” files; and
- Sample upload files are provided below for companies to use to compare to while preparing their files for submission.

Links are provided below to relevant documents and resources relating to this data call.

*Bulletin 2013-02* ..... <http://doi.sc.gov/DocumentCenter/View/2700>

*Online Submission Instructions* ..... <http://doi.sc.gov/DocumentCenter/View/7651>

*2017 Record Layout Instructions Spreadsheet* ..... <http://doi.sc.gov/DocumentCenter/View/9949>

#### *Sample Upload Files*

Sample Auto ..... <http://doi.sc.gov/DocumentCenter/View/7649>

Sample Homeowners ..... <http://doi.sc.gov/DocumentCenter/View/7650>

#### *Market Share Reports (with companies that must submit data highlighted)*

Auto ..... <http://doi.sc.gov/DocumentCenter/View/9948>

Homeowners ..... <http://doi.sc.gov/DocumentCenter/View/9947>

### IV. QUESTIONS

Questions regarding this notice should be submitted via email to [PCmail@doi.sc.gov](mailto:PCmail@doi.sc.gov) and include the company name and primary point of contact (with phone number and email address) for follow up.

Questions or requests for technical assistance regarding the online submissions process should be submitted via email to [IRMmail@doi.sc.gov](mailto:IRMmail@doi.sc.gov).