

[IC CIRCULAR LETTER NO. 6-2008, February 18, 2008]

FILING OF 2007 ANNUAL STATEMENTS (FOR ALL INSURANCE AND REINSURANCE COMPANIES DOING BUSINESS IN THE PHILIPPINES)

The following guidelines are issued in connection with the filing of the 2007 Annual Statements:

1. The Annual Statements shall be in the reduced size of the old blue or pink blank form of life or non-life insurance companies, respectively; on legal size bond paper (8 ½ x 14 inches), using either the Times New Roman font size #12 or Arial font size #10. Attached to each Annual Statement shall be the documents enumerated in Annex A* hereof;
2. The exact formats, columnar headings and footnote instructions found in every page of the old blank forms shall be observed;
3. A soft copy of the Annual Statement and attachments shall also be submitted;

Any Annual Statement submitted with incomplete documents shall not be considered in compliance with the requirement; and

The filing fee shall be Twenty Thousand Pesos (P20,000.00).

Please file your 2007 Annual Statements on or before April 30, 2008 to avoid penalty.

Adopted: 18 Feb. 2008

(SGD.) EDUARDO T. MALINIS
Insurance Commissioner

* Text Available at Office of the National Administrative Register, U.P. Law Complex, Diliman Quezon City.

