



**STATE OF NEW YORK
INSURANCE DEPARTMENT**
25 BEAVER STREET
NEW YORK, NEW YORK 10004

NOTE: WITHDRAWN EFFECTIVE AUGUST 6, 2004

**Supplement No. 1 to
Circular Letter No. 11 (2001)
February 1, 2002**

TO: All Property/Casualty Insurers Licensed to Do Business in the New York State

RE: New York State Insurance Disaster Coalition – Change to Reporting Forms

The purpose of this supplement to Circular Letter No. 11 (2001), dated May 10, 2001, is to update the "Pre-Disaster Data" reporting forms for reporting 2001 calendar year data. Additionally, insurers are reminded of the April 1st deadline, established in Circular Letter No. 11 (2001), for annual reporting of this data.

The three files that replace Appendices A1, A2, and A3 of Circular Letter No. 11 (2001), can be found on the Department Web site at <http://ins.state.ny.us/cl02s11a.htm>. Those files should be used this year, 2002, and in the future unless otherwise amended by the Department.

The only change to the reporting forms is contained in the title of the report. It no longer specifies the calendar year of the data. Instead, insurers are asked to specify the data year used in preparing their data. Since there is typically a one-year lag in the data year, it is expected that in 2002 insurers will base their reports on calendar year data from 2001.

This change and instructions on how to enter the correct data year are highlighted in red in Appendix A1 (Instructions for Completion of the Special Report).

Please address any questions or problems concerning this matter, to Vincent Mazzarella, Senior Insurance Examiner, Property Bureau, by e-mail at vmazzare@ins.state.ny.us, or by telephone at 212-480-5590.

Very truly yours,

Mark Presser
Assistant Deputy Superintendent & Chief
Property Bureau

Appendices

(Note: These documents are no longer current)

Appendix A1	New York State Insurance Department Instructions For Completion of Special Report Diskette (Excel Version) ◆ Lotus Format
Appendix A2	Special Report to the Superintendent of Insurance New York State Insurance Department Emergency Response Project

	<p>Personal Lines Property Coverages - Calendar Year Data (Excel Version) Note: Opens in Excel as READ ONLY. Save to your hard drive <u>before</u> entering data. ◆ Lotus Format</p>
Appendix A3	<p>Special Report to the Superintendent of Insurance New York State Insurance Department Emergency Response Project Commercial Lines Property Coverages - Calendar Year Data (Excel Version) Note: Opens in Excel as READ ONLY. Save to your hard drive <u>before</u> entering data. ◆ Lotus Format</p>