



Premium Finance Agency Annual Report (Non-NMLS) Calendar Year 2023

General Instructions

- The Annual Report is due at the Department of Financial Services (DFS) by the statutory deadline of **February 1, 2024**.
- All questions apply to the licensed legal entity as a whole, unless otherwise specified.
- Answer all questions. Type or print your answers legibly. Do not change the questions. State “None” or “Not Applicable” where appropriate.
- Attach an addendum to the report in response to any of the questions for which additional space is needed to provide all requested information.
- Subsequent to the initial submission of the Annual Report, if it is determined that information contained therein is substantially inaccurate, untrue, incorrect or incomplete, whether as a result of an audit, new information or otherwise, a revision must be submitted to DFS within two weeks of discovery along with a cover letter on company letterhead signed by an authorized executive officer of the Licensee.

Reminder

DFS must be notified within specified timeframes according to the type of changes contemplated. For example:

- Change of licensed locations – *before change* [Section 558 of the New York Banking Law (NYBL)]
- Change in members of the governing board, executive officers, and entities and individuals owning 20% or more of any class of the outstanding capital stock of the Licensee – *within 10 days after occurrence* [Part 405.4 of the Superintendent’s Regulations (SR)]
- Change in control – **prior approval of the Superintendent is required** [NYBL Section 555-a]
- Reports of any arrest, indictment or conviction and certain crimes committed against the Licensee – *immediately upon discovery* [SR Parts 405.5 and 300]

- Reports of Cybersecurity event - *no later than 72 hours from a determination that a reportable Cybersecurity Event has occurred* [23 NYCRR 500.17(a)].
- Annual Certification of Compliance with NYS DFS Cybersecurity Regulations – *Due by April 15th* [Title 23 NYCRR 500 - §500 .17(b)]

Additionally, licensees are permitted to conduct regulated activities only at licensed locations. Each additional location that conducts New York-regulated activities requires a separate branch license pursuant to NYBL Section 555.3.

NYS DFS 2023 PREMIUM FINANCE AGENCY ANNUAL REPORT (NON-NMLS)

SCHEDULE A - GENERAL INFORMATION

1. Full legal name of the Licensee:

2. Assumed (or doing business as) names, fictitious names, and any other names used in connection with the premium finance business in New York State during the reporting year and at any time since:

3a. The Licensee is incorporated/organized as a:

(Type of legal entity such as corporation, limited liability company, partnership, and sole proprietorship)

under the laws of the state of:

3b. Fiscal year end of the Licensee:

4. Complete address and general telephone number of the Licensee's headquarters:

5. All locations where New York premium finance business was conducted during the reporting year:

Complete Address	Contact	Phone	Email

6a. Contacts:

Contact Type	Full Name	Title	Phone	Complete Mailing Address	Email
Primary*					
Secondary					
Billing (Optional)					
Examination (Optional)					
General Counsel					

* The individual, within the company, authorized to coordinate general DFS business and inquiries, and to receive all DFS correspondence

6b. Location where all books, records, accounts and documents are available for examination by DFS, pursuant to NYBL Sections 560 and 561:

Company Name	Full Address

6c. Licensee’s websites for New York consumers and customers:

7. Information of each:

- Entity/individual owner of the Licensee;
- Member of the Licensee’s governing board (e.g. director, trustee, LLC member, etc.); and
- Executive officer or LLC manager of the Licensee

Note: If there is more than one layer of ownership of the Licensee, attach a chart detailing the complete ownership structure, down to the individuals who own the ultimate holding company. If there are individuals who each owns less than 10% of the licensee, those individuals may be reported as a group with the total number of individuals and total ownership percentage of the group.

Full Name	Effective Date (if added after prior annual report)	Title	Board Member (Y/N)*	% Ownership in Licensee	Complete Home Address	Home/Cell Phone	Email

* If “Y”, provide term expiration date also, if applicable.

If a reported owner of the Licensee is an entity (not an individual):

Full Name	Type of Legal Entity	State where it was Incorporated/Organized
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8. Briefly describe the Licensee’s premium finance business model (e.g. financing of automobile, casualty, liability or property insurance policy premium):

9. Membership in trade associations:

10. List all banking relationships:

Bank	Account Type*	Branch Address where the Account is Held

* For example, operating account, trust account, line of credit, loan, etc.

11. Is the Licensee (or any of its parent, affiliate or subsidiary companies) licensed, registered or otherwise engaged in the premium finance business outside of New York State?

_____ (Yes or No) If "Yes", list the entities and the corresponding states, districts, territories, countries, etc.:

12. Is the Licensee engaged in lines of business other than the premium finance business?

_____ (Yes or No) If "Yes", provide details:

13. Pursuant to SR Part 405.2(b) & (c), the Licensee is required to file with the Superintendent a copy of its forms of premium finance agreements used by agents or brokers in connection with premium financing, within three business days after issuance. **Attach** a copy of such forms currently in use, which must indicate the issuance date.

14. Pursuant to SR Part 405.2(a) & (c), the Licensee is required to file with the Superintendent a copy of its charts setting forth rates or amounts for service charges, used in connection with premium finance agreements for the convenience of agents or brokers, within three business days after issuance. **Attach** a copy of such charts currently in use, which must indicate the issuance date.

15. Pursuant to NYBL Section 561 and DFS policy, has the Licensee maintained capital equal to at least 10% of the amount of outstanding premium finance agreements, inside and outside New York State, throughout the reporting year and at any time since?

_____ (Yes or No) If "No", provide details:

16. Have any of the following individuals and entities been involved in any of the following listed matters in the reporting year and at any time since?

Individuals and entities:

- The Licensee
- Any of the Licensee's parent, affiliate, and subsidiary companies
- Any of the Licensee's owners, partners, stockholders with 10% or more of voting stock in the Licensee, members of the governing board, LLC members/managers, and executive officers

Listed matters:

- Felony conviction or guilty plea to felony
- Court proceeding or lawsuit *in which any of the above-listed individuals and entities was named a defendant*
- Investigation, civil or criminal
- Judgment
- Monetary penalty
- Regulatory or supervisory action
- Settlement *reached after a lawsuit, claim or court proceeding in which any of the above-listed individuals and entities was named a defendant*

_____ (Yes or No)

If "Yes", provide details. In addition, for the reported court proceedings, lawsuits and settlements, attach to this report a signed statement from legal counsel on whether the court proceedings, lawsuits and settlements, when aggregated, would materially impact the Licensee's financial condition and/or ability to meet obligations.

17. Attach a balance sheet and an income statement of the Licensee's operations for the fiscal year ended in 2023, prepared by a qualified accountant; audited financial statements are preferable. The financial statements must be submitted along with the Annual Report or within 90 calendar days of the Licensee's 2023 fiscal year end.

18. Employees working remotely (away from licensed locations) (Yes or No) _____

If yes,:

Number of staff permitted to work remotely _____

Percentage of total staff permitted to work remotely _____

Briefly describe procedures in place to mitigate increased cybersecurity risks attributable to remote work (*i.e. protection of expanded attack surfaces, vulnerable networks, cloud-based infrastructures; staff access monitoring (passwords, encryption, authentication, etc.); etc.*)

19. Person responsible for completion of this report:

Full Name	Title	Phone	Email

Note: For purposes of this report, include premium finance receivable in loans.

SCHEDULE B - STATEMENT OF FINANCIAL CONDITION

As of the end of the reporting year

- Report consolidated figures inside and outside New York State.
- Round to the nearest dollar.

Assets		
1	Cash on hand and in banks	
2	Premium finance receivable (net)	
	Amount pledged:.....	
3	Marketable securities	
4	Accounts receivable	
5	Other short-term assets	
	Provide details:	
6	Total Premium Finance Receivable and Current Assets (sum of lines 1 through 5)	
7	Furniture, fixtures & equipment, and automobiles (less depreciation)	
8	Deferred charges and expenses	
9	Other assets	
	Provide details:	
10	Total Assets (sum of lines 6 through 9)	
Liabilities and Capital		
11	Accounts payable	
12	Short-term funds borrowed from banks	
13	Short-term funds borrowed from parent company or affiliates	
14	Short-term funds borrowed from other creditors	
15	Other short-term liabilities	
	Provide details:	
16	Total Current Liabilities (sum of lines 11 through 15)	
17	Long-term loans payable	
18	Bonds and debentures	
19	Other liabilities	
	Provide details:	
20	Total Liabilities (sum of lines 16 through 19)	
21	Common stock	
22	Preferred stock	
23	Appropriated surplus, capital reserves, and additional paid in capital	
24	Retained earnings/surplus (from line 11 on Schedule D)	
25	Total Capital (sum of lines 21 through 24)	
26	Total Liabilities and Capital (sum of lines 20 and 25)	

SCHEDULE C - STATEMENT OF INCOME AND EXPENSES
Related to Premium Finance Business Only
During the reporting year

State basis for allocation of income and expenses to Premium Finance business:

- Report consolidated figures inside and outside New York State.
- Round to the nearest dollar.

1	Interest and service charges earned	
2	Deferment charges earned	
3	Cancellation and default charges earned	
4	Total Interest and Charges Earned (sum of lines 1 through 3)	
5	Other income from Premium Finance business	
	Provide details:	
6	Total Operating Income derived from Premium Finance business (sum of lines 4 and 5)	
7	Interest paid:	
	(a) on borrowed funds:	
	(b) on bonds and debentures:	
	(c) on other liabilities:	
8	Provision for loan losses	
9	Selling, general & administrative expenses	
10	Occupancy and related expenses	
11	Salaries & other benefits	
12	Depreciation of furniture, fixtures & equipment, and automobiles	
13	Auditing	
14	Insurance and fidelity bonds	
15	Legal fees and disbursements	
16	Licensing expenses	
17	Other expenses related to Premium Finance business	
	Provide details:	
18	Total Operating Expenses related to Premium Finance Business (sum of lines 7 through 17)	
19	Net Operating Income/Loss related to Premium Finance Business (line 6 minus line 18)	
20	Income taxes	
21	Net Income/Loss related to Premium Finance Business (line 19 minus line 20)	

SCHEDULE D - RECONCILEMENT OF RETAINED EARNINGS/SURPLUS

During the reporting year

- Report consolidated figures inside and outside New York State.
- Round to the nearest dollar.

1	Beginning Retained Earnings/Surplus	
2	Net income from Premium Finance business <i>(from line 21 on Schedule C - if income is reported)</i>	
3	Net income from sources other than Premium Finance business <i>(Attach addendum to provide details.)</i>	
4	Other credits to surplus	
	Provide details:	
5	Total Additions (sum of lines 2 through 4)	
6	Net loss from Premium Finance business <i>(from line 21 on Schedule C - if loss is reported)</i>	
7	Net loss from sources other than Premium Finance business <i>(Attach addendum to provide details.)</i>	
8	Dividends paid	
9	Other charges to surplus	
	Provide details:	
10	Total Deductions (sum of lines 6 through 9)	
11	Ending Retained Earnings/Surplus (line 1 plus line 5 minus line 10)	

SCHEDULE E - VOLUME OF OPERATIONS *(New York State Only)*

Premium finance agreements entered into and acquired by the Licensee during the reporting year

Entered Into (with Insureds)						
	For Commercial Purposes		For Personal Purposes		Total	
	#	Nearest \$	#	Nearest \$	#	Nearest \$
TOTAL						

Acquired (from insurance agents, brokers or other premium finance agencies)						
	For Commercial Purposes		For Personal Purposes		Total	
Originating Entity	#	Nearest \$	#	Nearest \$	#	Nearest \$
TOTAL ACQUIRED						

TOTAL ENTERED INTO AND ACQUIRED						
	For Commercial Purposes		For Personal Purposes		Total	
	#	Nearest \$	#	Nearest \$	#	Nearest \$
GRAND TOTAL						

SCHEDULE F - PREMIUM FINANCE AGREEMENTS SOLD
By the Licensee during the reporting year (New York State Only)

Purchased By:	Contracts sold with servicing retained by the Licensee		Contracts sold without servicing retained by the Licensee		Total contracts sold	
	Number	Nearest Dollar	Number	Nearest Dollar	Number	Nearest Dollar
TOTAL						

SCHEDULE G – DELINQUENCIES, DEFAULTS & LOSSES
As of the end of the year

➤ Round to the nearest dollar.

	Inside and Outside NYS ¹			NYS Only ²		
	2023	2022	2021	2023	2022	2021
Loans past due 30 days or more and still accruing interest						
Loans in nonaccrual status						
Loans in Collection (% of total loan balance)	%	%	%	%	%	%
Licensee’s definition of Loans in Collection						
Default Rate (% of total loan balance)	%	%	%	%	%	%
Licensee’s definition of Default						
Actual Loan Losses (during the reporting year)						

¹ Report only loans authorized under Article 12B of the New York Banking Law and similar loans in other states.

² Report only loans authorized under Article 12B of the New York Banking Law.

AFFIDAVIT

*I, the undersigned, do hereby swear or affirm under the penalties of perjury that (i) I am an executive officer of the Licensee, (ii) I am authorized to submit the above report (including all addenda and schedules), (iii) the information contained therein is accurate, true, correct and complete, to the best of my knowledge and belief, and (iv) that the licensee has complied with New York Banking Law and Regulations pertaining to the notices, applications, and certifications mentioned in the **Reminder Section** of this report form, in addition to all other applicable laws and regulations.*

Full Name

Title

Signature

Date

Subscribed and sworn to before me this date:

NOTARY SIGNATURE:

DATE: