



## OFFICE OF INSURANCE AND SAFETY FIRE COMMISSIONER

November 15, 2005

**To: All Workers' Compensation Group Self-Insurance Funds**

**Re: Renewal & Annual Statement Filing Instructions**

As a Workers' Compensation Group Self-Insurance Fund licensed in the state of Georgia you are required to file the following in accordance with the Georgia Insurance Code on or before **March 1 of each year:**

1. Annual Financial Statement (O.C.G.A. §34-9-159)
2. \$700 Renewal and Filing Fees (O.C.G.A. §33-8-1)
3. Form GSF-2 Application for Renewal of Certificate of Authority for Group Self-Insurance Fund.

Please note that your financial statement **MUST BE MAILED** to us. Unlike past years, we will not accept hand delivered statements –**NO EXCEPTIONS WILL BE MADE.** Furthermore, according to O.C.G.A. §33-8-1, there is a \$15.00 late fee per day. If you have any questions, please feel free to call me at (404) 656-2074.

Sincerely,

Daniel D. Rimmey  
Non-Traditional Section Supervisor  
Regulatory Services Division