



ADMINISTRATIVE RULES OF MONTANA



6.6.3702 FORMS--GENERAL REQUIREMENTS

- (1) Forms A, B, C, D, and F are intended to be guides in the preparation of the statements required by 33-2-1104, 33-2-1111, and 33-2-1113, MCA. They are not intended to be blank forms which are to be filled in. The statements filed must contain the numbers and captions of all items, but the text of the items may be omitted, provided the answers are prepared to indicate the scope of the items. All instructions appearing in the forms must be omitted from the statements. Unless expressly provided otherwise, if any item is inapplicable, or the answer to any item is in the negative, an appropriate statement to that effect shall be made.
- (2) One complete copy of each statement including attached exhibits and other documents must be filed with the commissioner by personal delivery or mail addressed to the Commissioner of Securities and Insurance, Montana State Auditor, 840 Helena Avenue, Helena, MT 59601. An insurer must file a copy of Form C within 30 days of written request from a state insurance regulator in any state the insurer is authorized to do business. At least one of the copies must be manually signed in the manner prescribed on the form. Unsigned copies must be conformed. If the signature of any person is affixed pursuant to a power of attorney or other similar authority, a copy of such power of attorney or other authority must be filed with the statement.
- (3) Statements should be prepared on 8 1/2" x 11" (or 8 1/2" x 14") paper and bound at the top left-hand corner. Exhibits and financial statements, unless specifically prepared for the filing, may be submitted in their original size. All copies of all statements, financial statements, and exhibits must be easily readable and suitable for photocopying. Debits in credit categories and credits in debit categories must be so designated and distinguishable on photocopies. Statements must be in the English language and monetary values must be stated in United States currency. If any exhibit or other paper or document filed with the statement is in a foreign language, it must be accompanied by a translation into the English language and any monetary value shown in a foreign currency normally must be converted into United States currency.

Authorizing statute(s): 33-1-313, 33-2-1517, MCA

Implementing statute(s): 33-2-1104, 33-2-1111, 33-2-1113, 33-2-1517, MCA

History: NEW, 1993 MAR p. 2408, Eff. 10/15/93; AMD, 2014 MAR p. 501, Eff. 3/14/14; AMD, 2016 MAR p. 824, Eff. 5/7/16.