

STATE OF NEW MEXICO  
OFFICE OF SUPERINTENDENT OF INSURANCE

SUPERINTENDENT OF INSURANCE

Russell Toal



DEPUTY SUPERINTENDENT

Jennifer A.Catechis

May 25, 2021

RE: Notice of Requirement for Electronic Payments and Instructions

Dear Company Contact,

The Office of Superintendent of Insurance (OSI) will **ONLY** process the Property and Casualty Rate, Rule and Form Filing Fees (P&C Filing Fee) electronically, via an ACH Credit or Wire.

Payments by check will **NOT** be processed and will be voided and returned.

Payments for the P&C Filing Fee may be combined as a singular payment for a group of insurance companies. However, prior to making the payment a breakdown of each company by NAIC CoCode and payment amount must be emailed to [ashley.hernandez@state.nm.us](mailto:ashley.hernandez@state.nm.us).

The P&C Rate, Rule and Form Filing Fees are due July 1, 2021. Please follow the instructions below to assist you through the process.

The instructions for setting up the ACH Credit and Addenda are as follows:

**ACH Credit/Wire:**

**Receiving Bank:** Wells Fargo Bank, N.A.

**Bank Address:** 420 Montgomery, San Francisco, CA 94104

**Account Name:** State of NM Office of Superintendent of Insurance

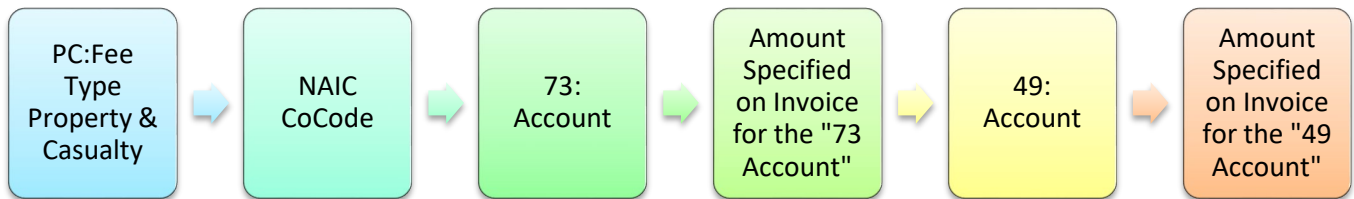
**Bank Account Number:** 4124307299

**Bank Account Routing Number:** 121000248

**Please make sure to use the appropriate format for the Addenda; it must be in a CDD+ for CTX format.**

**Example Addenda:**

PC\*12345\*73\*100\*49\*100



The total amount invoiced for is broken down into separate funds i.e., 73: Account and 49: Account relative to the company's line of business. This break down can be located on the invoice.

- If you are making a payment through **Wire** please put the **addenda** information in "Originator to Beneficiary Info". Also, if your bank will not accept the \* please use a space.
- If you are making a payment through **ACH Credit** please put the **addenda** information in "Note/Special Instruction (NTE)" under Description.

Should you have any questions of concerns regarding this process please feel free to contact me, via email at [ashley.hernandez@state.nm.us](mailto:ashley.hernandez@state.nm.us) .

Kind Regards,

*Ashley Hernandez*

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