



November 8, 2023

All Provincial Insurers licensed in Saskatchewan regulated by Saskatchewan

Dear Sir/Madame:

Re: Saskatchewan Filing Requirement – Annual Return

Section 2-33 of The Insurance Act (the “Act”) requires provincial insurers to submit an annual return that sets out certain information.

P&C insurers shall file the **OSFI P&C Quarterly Return** and the **OSFI P&C Annual Supplement**; and life insurance companies and fraternal societies shall file the **OSFI Life Quarterly Return** and the **OSFI Life Annual Supplement**. Copies of these documents can be obtained from the OSFI website at: <https://www.osfi-bsif.gc.ca/Eng/fi-if/rtn-rlv/fr-rf/ic-sa/pc-sam/Pages/default.aspx>

Please also submit the following with your annual return:

1. the audited financial statements;
2. the actuarial report, if one has been prepared; and,
3. the detailed list of investments for your 2023 year end.

The annual return needs to be filed within 60 days after the end of the financial year to which the return relates.

Please note, all insurers are required to make their annual return submissions through the Financial and Consumer Affairs Authority's (“FCAA”) Registration and Licensing System (RLS). Information for submitting through RLS can be found in the RLS User Guide under the section “Submit an Annual Report – Provincial Insurers”.

A late filing penalty applies to those annual returns not received within the above timeframes. Section 9-18 of the Act states that you will be liable to a penalty of \$1,000, plus \$100 for each day or part of a day after the first 10 days during which the default continues. To avoid being assessed a late filing penalty, insurers must submit their annual return through FCAA’s RLS by the required deadline.

Annual Fees 2023 and 2024:

Under the Act, the annual filing fee and the licensing fee have been combined into one Annual Fee.

This Annual Fee is due by April 1 of each year and is required to be paid through RLS.

The 2023 Annual Fee was due on April 1, 2023, and this has already been paid.

The 2024 Annual Fee is due on April 1, 2024. The submission of the annual return for the 2023 fiscal period will create and trigger an invoice in RLS that is to be used to pay the 2024 Annual Fee.

Insurers are required to pay special attention to the changes as outlined above and ensure that duplicate payments are not submitted.

For further information, please visit our website www.fcaa.gov.sk.ca and navigate to the [Insurance Companies section under the Regulated Businesses and Persons](#) tab.

If you have any questions, please contact me at 306-787-2953. Thank you.

Yours truly,



Janette Seibel
Office of the Superintendent of Insurance