



November 20, 2023

CIRCULAR LETTER TO ALL MEMBER COMPANIES

RE: 2024 Reporting Schedule

Attached is a schedule of reporting due dates published for your convenience when filing the North Carolina Reinsurance Facility (NCRF) monthly data during calendar year 2024.

If you do not cede any business or write auto liability coverage subject to recoupment, no action is required.

All data must be submitted by the indicated due dates via FTP file transmission directly to NCRF, with the exception of run-off companies that have been specifically excused from the FTP requirements by NCRF.

Reports which cannot be processed or are not received by the due dates:

- Will not be included in that month's processing cycle
- May increase the number of sessions charged for the lack of premium
- May create some distortion in the financial reports of the Facility and in the share of each member company

Reporting Schedule – Calendar Year 2024 North Carolina Reinsurance Facility		
Accounting Month	Cutoff Date	Notes
December 2023	Thursday, January 25, 2024	
January 2024	Monday, February 26, 2024	
February 2024	Monday, March 25, 2024	
March 2024	Thursday, April 25, 2024	
April 2024	Tuesday, May 28, 2024	
May 2024	Tuesday, June 25, 2024	
June 2024	Thursday, July 25, 2024	
July 2024	Monday, August 26, 2024	
August 2024	Wednesday, September 25, 2024	
September 2024	Monday, October 28, 2024	
October 2024	Monday, November 25, 2024	Thanksgiving Holiday Nov. 28 th & 29 th
November 2024	Thursday, December 26, 2024	Christmas Holiday Dec. 23 rd , 24 th & 25 th
December 2024	Monday, January 27, 2025	

These are the reports to be submitted:

- **NIL Report (If no accounting data to report)**
- **Monthly Summary Data**
- **Accounting Transaction Detail Data**
- **Monthly Recoupment Summary Records**
- **Monthly Recoupment Detail Records**
- **Designated Carrier Monthly Outside Legal Expenses Paid Detail (designated carriers only)**

Please bring this material to the attention of those responsible for the submission of data to NCRF.

Questions regarding this circular should be directed to NCRF Operations at NCRFOperations@ncrb.org.

Sincerely,

Terry Collins

Chief Operating Officer

North Carolina Reinsurance Facility

TFC:jdb

RF-23-14