

DUE DATES & FEES



REGULATED INDUSTRY SERVICES (RIS) DIVISION

Email: ris@oid.ok.gov

[Link to RIS Webpage](#)

FILINGS MAY BE SUBMITTED UP TO 90 DAYS IN ADVANCE OF THE DUE DATE TO ASSURE COMPLIANCE

CEMETERY MERCHANDISE TRUST PERMIT

Application Type	System	Fee	Due Date	Frequency
Initial	OPTins	\$200.00	At submission	
Renewal	OPTins	\$200.00	March 15	Annually
Late Renewal	OPTins	\$400.00	March 16 - April 15	Annually
Annual Report	OPTins	\$200.00	March 15	Annually

CHARITABLE GIFT ANNUITY NOTIFICATION

Application Type	System	Fee	Due Date	Frequency
Initial Notice to Commissioner	email RIS@oid.ok.gov	No fee	within 90 days of issuing 1st CGA	
Audited Financial Statement	email RIS@oid.ok.gov	No fee	90 days after financial audit	Annually

DISCOUNT MEDICAL PLAN ORGANIZATION REGISTRATION

Application Type	System	Fee	Due Date	Frequency
Initial - Full	OPTins	\$250.00	At submission	
Renewal-Full	OPTins	\$250.00	Prior to expiration date	Annually
Initial - Exempt	OPTins	\$100.00	At submission	
Renewal-Exempt	OPTins	\$100.00	Prior to expiration date	Annually
Quarterly Market List	OPTins	No fee	30 days after quarter-end	Quarterly

FINANCIAL PROTECTION PRODUCTS - DEBT WAIVER REGISTRATION

Application Type	System	Fee	Due Date	Frequency
Initial	OPTins	\$0.00	At submission	
Renewal	OPTins	\$0.00	July 15	Annually

FINANCIAL PROTECTION PRODUCTS - VEHICLE VALUE PROTECTION AGREEMENTS REGISTRATION

Application Type	System	Fee	Due Date	Frequency
Initial	OPTins	\$0.00	At submission	
Renewal	OPTins	\$0.00	July 15	Annually

FUNERAL HOME PREPAID BENEFIT PERMIT

Application Type	System	Fee	Due Date	Frequency
Initial	OPTins	\$50.00	At submission	
Renewal	OPTins	\$50.00	December 31	Annually
Late Renewal	OPTins	\$100.00	January 1 - 31	Annually
Annual Report	OPTins	\$50.00	March 15	Annually

HOME SERVICE CONTRACT PROVIDER REGISTRATION

Application Type	System	Fee	Due Date	Frequency
Initial	OPTins	\$1,200.00	At submission	
Renewal	OPTins	\$1,200.00	Prior to expiration date	3 Years

ADMINISTRATIVE FEE REFER TO HSCP WEBPAGE FOR DEE CALCULATION INSTRUCTIONS)

Reduced Annual Adm	OPTins	\$3,000.00	April 30	Annually
1st Quarter	OPTins	2.00%	April 30	Quarterly
2nd Quarter	OPTins	2.00%	July 31	Quarterly
3rd Quarter	OPTins	2.00%	October 31	Quarterly
4th Quarter	OPTins	2.00%	January 31	Quarterly

INTERLOCAL NOTIFICATION

Application Type	System	Fee	Due Date	Frequency
Audited Financial Statement	RIS@oid.ok.gov	No fee	180 days after fiscal year-end	Annually
Actuarial Opinion	RIS@oid.ok.gov	No fee	180 days after fiscal year-end	Annually

MOTOR SERVICE CLUB REGISTRATION

Application Type	System	Fee	Due Date	Frequency
Initial	OPTins	\$250.00	At submission	
Renewal	OPTins	\$100.00	July 1	Annually

MULTIPLE EMPLOYER WELFARE ARRANGEMENT REGISTRATION OR LICENSE

Application Type	System	Fee	Due Date	Frequency
Initial	OPTins	\$1,000.00	At submission	
Initial - Exempt	OPTins	No fee	At submission	
Renewal	OPTins	\$250.00	Prior to expiration date	Annually
Renewal-Exempt	OPTins	No fee	Prior to expiration date	Annually
Audited Financial Statement & Actuarial Certification	OPTins	No fee	90 days after fiscal year-end	Annually

PERPETUAL CARE CEMETERY PERMIT

Application Type	System	Fee	Due Date	Frequency
Initial	OPTins	\$200.00	At submission	
Renewal	OPTins	\$200.00	March 15	Annually
Reinstatement	OPTins	\$400.00	March 16 - June 13	Annually

PHARMACY BENEFIT MANAGER LICENSE

Application Type	System	Fee	Due Date	Frequency
Initial	OPTins	\$1,000.00	At submission	
Renewal	OPTins	\$500.00	Prior to expiration date	Annually
Reinstatement	OPTins	\$1,000.00	Within 1 year after expiration	Annually
Annual Statement	OPTins	\$0.00	by May 1st	Annually

PROFESSIONAL EMPLOYER ORGANIZATION LICENSE

Application Type	System	Fee	Due Date	Frequency
Initial - Full	OPTins	\$500.00	at submission	
Initial - Exempt	OPTins	\$250.00	at submission	
Initial - Group	OPTins	\$250.00/per member	at submission	
Renewal - Full	OPTins	\$250.00	Prior to expiration date	Annually
Renewal - Exempt	OPTins	\$250.00	Prior to expiration date	Annually
Renewal - Group	OPTins	\$250.00/per member	Prior to expiration date	Annually
Reinstatement	OPTins	Double the renewal fee	Within 90 days after expiration date	Annually

CPA QUARTERLY REPORT

1st Quarter	OPTins	No fee	April 30	Quarterly
2nd Quarter	OPTins	No fee	July 31	Quarterly
3rd Quarter	OPTins	No fee	October 31	Quarterly
4th Quarter	OPTins	No fee	January 31	Quarterly

RISK PURCHASING GROUP OR PURCHASING GROUP REGISTRATION

Application Type	System	Fee	Due Date	Frequency
Initial	OPTins	\$400.00	At submission	
Renewal	OPTins	\$400.00	Prior to expiration date	Annually

SERVICE WARRANTY ASSOCIATION LICENSE

Application Type	System	Fee	Due Date	Frequency
Initial	OPTins	\$400.00	At submission	
Renewal	OPTins	\$400.00	November 1	Annually
Reinstatement	OPTins	\$800.00	Renewal app within 90 days or initial app post 90 days after November 1st	
Annual Report	OPTins	No fee	May 1	Annually
Initial - Exemption Request	OPTins	No Fee	November 1	Annually
Renewal - Exemption Req.	OPTins	No Fee	November 1	Annually

ADMINISTRATIVE FEE (REFER TO SW WEBPAGE FOR FEE CALCULATION INSTRUCTIONS)

Reduced Annual Adm	OPTins	\$3,000.00	April 30	Annually
1st Quarter	OPTins	2.00%	April 30	Quarterly
2nd Quarter	OPTins	2.00%	July 31	Quarterly
3rd Quarter	OPTins	2.00%	October 31	Quarterly
4th Quarter	OPTins	2.00%	January 31	Quarterly

THIRD PARTY ADMINISTRATOR LICENSE

Application Type	System	Fee	Due Date	Frequency
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Initial	OPTins	\$100.00	At submission	
Renewal	OPTins	\$100.00	Prior to expiration date	Annually
Reinstatement	OPTins	\$200.00	Within 90 days after expiration date	Annually
Annual Report - Waiver	OPTins	No Fee	April 1	Annually
Annual Report	OPTins	No Fee	June 1	Annually
VEHICLE PROTECTION PRODUCT REGISTRATION				
Application Type	System	Fee	Due Date	Frequency
Initial	OPTins	\$200.00	At submission	
Renewal	OPTins	\$200.00	July 15	Annually
VIATICAL SETTLEMENT PROVIDER LICENSE				
Application Type	System	Fee	Due Date	Frequency
Initial	OPTins	\$500.00	At submission	
Renewal	OPTins	\$500.00	Prior to expiration date	Annually
Annual Statement	OPTins	No Fee	March 1	Annually
ADDITIONAL FEES (MAY NOT APPLY TO EVERY LICENSE/REGISTRATION/PERMIT LISTED ABOVE)				
Type	System	Fee	Due Date	Frequency
Service of Process (Use Current NAIC UCAA form 12)	OPTins	\$10.00	At submission or within 30 days of any change to the information on the form.	Upon Change
Contact, Name or Address Change	OPTins or Email to RIS@oid.ok.gov	Free within 30 days of the actual change date.	A \$50.00 violation fee must be paid if reported beyond 30 days.	Upon Change
OPTins	OPTins	\$17.50	Automatically collected by OPTins After submission .	New Filing
OPTins Amended filings	OPTins	\$0.00	At submission	Amend Filing