

Notice relating to the filing of the interim return and other documents for the six months ending June 30, 2019 – Damage (“P&C”) insurers authorized to carry on activities in Quebec

Under the *Insurers Act*, CQLR, c. A-32.1¹ (the “Act”), every authorized insurer must prepare and send the *Autorité des marchés financiers* (the “AMF”), according to the form, content and date the AMF determines, the documents and information provided under the Act or requested by the AMF (the “required documents and information”).

All required or requested documents and information must be filed electronically via AMF E-Services.

See the Appendices attached to this Notice detailing specific requirements for the documents to be filed for the six months ending June 30, 2019.

A complete set of the signed documents must be kept at the insurer’s premises so that they are available for examination by the AMF, if necessary.

Monetary administrative penalties

We remind you that each insurer is responsible for ensuring that the AMF receives on the dates it determines, all required documents and information.

Pursuant to sections 491 and following of the Act, monetary administrative penalties may be imposed if an authorized insurer fails to send the required documents and information to the AMF or if they are incomplete or filed late.

Electronic submission of financial returns and other documents

The *E-Services Disclosure Guide (Insurers)* explains the procedure for submitting files via AMF E-Services and provides instructions for, among other things, naming files. The guide is available on the AMF website at:

<https://lautorite.qc.ca/en/professionals/insurers/disclosures/pc-insurance/>

Please note that the *E-Services Disclosure Guide (Insurers)* does not list all the required or requested documents and information or the dates by which they are to be filed.

Further information:

For further information, send an e-mail to : Info-Divulgations@lautorite.qc.ca.

June 27, 2019

¹ However, section 1 of the Regulation to amend the Regulation respecting certain transitional measures for the carrying out of the Act mainly to improve the regulation of the financial sector, the protection of deposits of money and the operation of financial institutions, enacted by Order in Council 553-2019 dated 5 June 2019, (2019) 151 G.O. II No. 24, 921, published June 12, 2019, provides that the provisions of the *Act respecting insurance*, CQLR, c. A-32, remain applicable to professional orders that administer a professional liability insurance fund in accordance with section 86.1 of the Professional Code (chapter C-26).

**DAMAGE INSURERS AND REINSURERS
 AUTHORIZED TO CARRY ON ACTIVITIES IN QUEBEC
 DOCUMENTS REQUIRED FOR THE SIX MONTHS ENDING JUNE 30, 2019**

QUEBEC CHARTER

APPENDIX 1

Business Corporation, Mutual company member of a federation and Mutual company	Unstructured Return Code	File Formats	Due date
1. P&C Interim Return, <u>duly signed</u>. The pdf file must be complete, in printable format, and conform with the version kept on file at the insurer's premises.	-	pdf	45 days
2. P&C Interim Return.	-	Excel	45 days
3. Attestation of Compliance of Versions - Interim Return, <u>duly signed</u>. <u>https://lautorite.qc.ca/en/professionals/insurers/disclosures/pc-insurance/ (Forms and instructions)</u>	110	pdf	45 days

Self-regulatory organization	Unstructured Return Code	File Formats	Due date
1. P&C Interim Return, <u>duly signed</u>. The pdf file must be complete, in printable format, and conform with the version kept on file at the insurer's premises.	-	pdf	45 days
2. P&C Interim Return.	-	excel	45 days
3. Attestation of Compliance of Versions - Interim Return, <u>duly signed</u>. <u>https://lautorite.qc.ca/en/professionals/insurers/disclosures/pc-insurance/ (Forms and instructions)</u>	110	pdf	45 days

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**CANADIAN CHARTER
 EXTRA-PROVINCIAL CHARTER
 FOREIGN CHARTER**

APPENDIX 2

Business Corporation and Mutual company	Unstructured Return Code	File Formats	Due date
1. P&C Interim Return, <u>duly signed</u> . The pdf file must be complete, in printable format, and conform with the version kept on file at the insurer's premises.	-	pdf	45 days
2. P&C Interim Return.	-	Excel	45 days
3. Attestation of Compliance of Versions - Interim Return, <u>duly signed</u> . https://lautorite.qc.ca/en/professionals/insurers/disclosures/pc-insurance/ (Forms and instructions)	110	pdf	45 days
4. MI Form (Mortgage Insurers Capital Adequacy Test - MICAT), <u>duly signed</u> . * The pdf file must be complete, in printable format, and conform with the version kept on file at the insurer's premises.	-	pdf	45 days
5. MI Form (Mortgage Insurers Capital Adequacy Test - MICAT) *	-	Excel	45 days
6. Attestation of Compliance of Versions - MI Form, <u>duly signed</u> . *	110	pdf	45 days

Reciprocal union	Unstructured Return Code	File Format	Due date
1. P&C Interim Return, <u>duly signed</u> . The pdf file must be complete, in printable format, and conform with the version kept on file at the insurer's premises.	-	pdf	45 days
2. P&C Interim Return.	-	Excel	45 days
3. Attestation of Compliance of Versions - Interim Return, <u>duly signed</u> . https://lautorite.qc.ca/en/professionals/insurers/disclosures/pc-insurance/ (Forms and instructions)	110	pdf	45 days

***Mortgage insurers are required to file their capital adequacy test using the MI Form.**