



**Department of Insurance  
State of Arizona**  
*Financial Affairs Division – Tax Unit*  
 2910 North 44th Street, Suite 210  
 Phoenix, AZ 85018-7269  
 Telephone: (602) 364-3246  
 Facsimile: (602) 364-3989

**INSTALLMENT TAX REPORT  
YEAR: \_\_\_\_\_**

	<b>ORIGINAL REPORT</b>	TC 01
	<b>SUPPLEMENTAL REPORT</b>	TC 02

**INSTALLMENT TAX REPORTS AND PAYMENTS**

You must pay **SIX** Installment Tax payments if your net annual tax liability was \$2,000 or more. Your net annual tax liability is identified on your annual tax report by the phrase "Installment Tax Base". Each Installment Tax payment must equal 15% of the Installment Tax Base amount.

**DO NOT FILE REPORTS OR PAY INSTALLMENT TAX IF LINE 1 BELOW IS LESS THAN \$2,000**

**TO DETERMINE IF YOU MUST PAY INSTALLMENT TAX:**

1.	Enter the amount from your annual tax report that appears above the phrase "Installment Tax Base"	\$	
2.	<b>IF LINE 1 above is \$2,000 OR MORE</b> the result equals 15% of Line 1. You must pay this amount by each Due Date shown below.	\$	

<b>COMPANY:</b>		<b>NAIC#:</b>		<b>DOMICILE:</b>	
<b>PREPARER :</b>		<b>TITLE:</b>			
<b>PHONE:</b>		<b>FAX:</b>		<b>E-MAIL:</b>	

CHECK BOX FOR EACH PAYMENT WITH THIS REPORT	(a) INSTALLMENT DUE DATE	Period Code	Pay Code	(b) PAYMENT AMOUNT DUE FROM LINE 2 ABOVE	(c) PENALTY AND INTEREST SEE BELOW Pay code 26	(d) TOTAL AMOUNT DUE
	March 15	1	19			
	April 15	2	20			
	May 15	3	21			
	June 15	4	22			
	July 15	5	23			
	August 15	6	24			

**PAY THIS AMOUNT**

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**PENALTY AND INTEREST FOR LATE TAX PAYMENT**

If your payment is late, you may include penalty and interest in column c. The penalty amount is 5% of the tax paid late, but not less than \$25. Interest is 1% of the tax paid late, per month.

**ELECTRONIC PAYMENT OPTION**

You can electronically file tax reports and pay taxes via the NAIC OPT<sup>ins</sup> system. Visit [https://external-apps.naic.org/optins\\_static/index.html](https://external-apps.naic.org/optins_static/index.html) or call (816) 783-8990 for assistance.

**TO PAY BY CHECK**

Mail this report with your check payable to Arizona Department of Insurance to the address shown above.