



State of New Jersey

DEPARTMENT OF BANKING AND INSURANCE
DIVISION OF INSURANCE
OFFICE OF SOLVENCY REGULATION
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CHRIS CHRISTIE
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Lt. Governor

RICHARD J. BADOLATO
Acting Commissioner

PETER L. HARTT
Director

To: Surplus Lines producers eligible in New Jersey
From: New Jersey Surplus Lines Examining Office
Date: December 28, 2015
RE: Changes to Surplus Lines Information Portal (NJ SLIP)

Dear Producer,

The New Jersey Department of Banking & Insurance continually works to enhance the functionality, versatility, and overall user-friendliness of the Surplus Lines Information Portal (SLIP). Most recently, the Department has modified the Portal's electronic payment screen to separate the Surplus Lines tax payment from the Fire tax payment.

To process payments under the new system:

- 1. Click the 'Add Payment' icon.
2. Select a bank account.
3. If you incurred both Surplus Lines tax and Fire tax this quarter, choose which of the two tax types you wish to pay first.
4. Enter the amount to be paid.
5. Once the full payment amount for one tax type is reached, click the blue checkmark on the right-hand side.
6. If you have another tax type to pay, repeat the above steps for that other tax type.
7. Finally, click the 'Submit Electronic Payment' button.

Please see below example screenshot:

Step 2: Pay Bills From

Payment Allocation table with columns: Edit, Account Name, Payment For, Payment Amount. Includes rows for VW Bank ending in 4444 for Surplus Lines Tax and Fire Tax.

Thank you for your attention to this matter. Should you have any questions, please feel free to contact Constantine Marcopul at (609) 292-5350, ext. 50464 or at constantine.marcopul@dobi.nj.gov.