



COMMONWEALTH AUTOMOBILE REINSURERS

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ACCOUNTING AND STATISTICAL NOTICE NO. 414

Second Quarter 2004 Quarterly Massachusetts Automobile Reconciliation

In accordance with the reporting requirements designated in the 2004 Call Schedule (published in Accounting and Statistical Notice No. 402, dated January 7, 2004) companies are required to submit their Massachusetts automobile Quarterly Statement totals for the period ending June 30, 2004 to CAR by September 15, 2004.

To submit data, companies should use the Page 15 Data (Commercial and/or Private Passenger) Non-Reportable Data (Commercial and/or Private Passenger) and Group Adjustment Data (Commercial and/or Private Passenger) functions. **As the NAIC does not require the reporting of the individual state pages for the First, Second, and Third quarters, companies should not utilize the File Submission or Diskette/CD Rom options for reporting data.** Note that the information that is reported for statutory Page 14 data should include the Non-Reportable information. Non-Reportable data refers to coverage that are included in statutory page 14 numbers, but that are not statistically reportable to CAR. Common examples include umbrella premium, excess coverage, risk management business, auto warranty programs, and mechanical breakdown programs. Once this data has been entered into the system, there are four reports that will allow users to browse this information as well as the summary results of the reported statistical data.

CAR will compare the totals derived from the data reported in the company's January through June 2004 monthly accounting and statistical submissions to the totals obtained from the Annual Statement submissions reported online (note that the Non-Reportable totals are subtracted from the statutory Page 14 data prior to the comparison). The results are available via the Reconciliation Reports function. If the difference between the statement totals and the statistically reported totals is greater than +/- 5%, then a written explanation must be submitted to CAR by the provided due date. The Explanation Notes function should be utilized by companies to comply with this requirement. The Annual Statement Reconciliation Manual has been distributed to the industry and provides users with instructions for utilizing the system in order to comply with the reconciliation requirements.

Questions regarding CAR's online Annual Statement Reconciliation System should be directed to either Ms. Tori Buck at 617-880-2363 or Mr. Richard Dalton at 617-880-2319. Additionally, questions about reporting Annual Statement data to CAR can be directed to the undersigned at 617-880-2381.

LISA TRAYNHAM
Data Analyst II