

INSURER WORKSHEET INSTRUCTIONS

1. Payment for calendar year 2013 must be received by the Council by **April 1, 2014**.
2. Please type or print the information requested.
3. The following definitions should be used to complete the worksheet:

TOTAL EARNED CAR YEARS - The term "earned car year" means the proportion of a calendar year during which a motor vehicle can be identified as being insured for physical damage insurance coverage. The term "total earned car years" is the sum of an insurer's earned car years of exposure for the calendar year, rounded to the nearest whole dollar.

EXAMPLES - For purposes of calculating the amount to be remitted to the Council by insurers, a motor vehicle insured for physical damage insurance coverage for three (3) months during a calendar year would constitute 0.25 total earned car years and would be assessed \$.25 (\$1.00 x 0.25); four (4) motor vehicles insured for six months each during the calendar year would constitute the sum of two (2) total earned car years and would be assessed a fee of \$2.00

PHYSICAL DAMAGE INSURANCE COVERAGE - The term "physical damage insurance coverage" means motor vehicle insurance provided for theft and/or comprehensive coverage.

PRIVATE PASSENGER MOTOR VEHICLE - The term "private passenger motor vehicle" means any private passenger car, station wagon, jeep, or pickup truck with a load capacity of 1,500 pounds or less not used principally for business purposes, and small farm trucks. This term includes, but is not limited to jeeps, pickup trucks, mini-vans, vans, and conversion vans. The term excludes uninsured motor vehicles, motorcycles, motor homes, motor scooters, golf carts, off-road recreational vehicles, and all-terrain vehicles, off-highway motorcycles, street cars, and special mobile equipment as defined under Chapter 1 of the Illinois Vehicle Code (*625 ILCS 5/1-101 et seq.*).

FEIN NUMBER - The nine character alphanumeric field reflecting the insurer's Federal Taxpayer Identification Number assigned by the Internal Revenue Service.

4. If an insurer owes no Trust Funds pursuant to the Act, the worksheet must reflect a zero (0) "Total Earned Car Years" and "Total Fee".

THE WORKSHEET MUST BE COMPLETED AND RETURNED EVEN IF NO FEE IS DUE

5. The remittance submitted must be attached to the worksheet and be in the form of a certified or corporate check made payable to:

TREASURER, STATE OF ILLINOIS

6. The remittance and worksheet must be received by the Council by **April 1, 2014** to:

**ILLINOIS MOTOR VEHICLE THEFT PREVENTION COUNCIL
c/o ILLINOIS CRIMINAL JUSTICE INFORMATION AUTHORITY
300 West Adams Street, Suite 200
CHICAGO, ILLINOIS 60606-3997**

Attention: Office of Fiscal Management

7. On or before April 15, 2014, the Council will provide the Illinois Department of Insurance with a report indicating the insurers that returned the worksheet on time (April 1, 2014), the amount of funds, if any, contributed, and the insurers that did not return the worksheet or that returned the worksheet late.
8. All inquiries should be directed to the Program Director for the Illinois Motor Vehicle Theft Prevention Council at the address indicated (*PHONE: 312-793-8550*) (*FAX: 312-793-8422*) (*TDD: 312-793-4170*) between the hours of 8:30 a.m. and 4:00 p.m. (CDT), Monday through Friday.