DATE:       December 23, 2014
TO:         All Surplus Lines Agencies
FROM:       Kenneth A. Rudert, Executive Director
SUBJECT:    Surplus Lines Agent Gross Premium Tax Report – RCT-123
as of December 31, 2014

Each year at this time all surplus lines licensees (resident and non-resident) licensed in the
Commonwealth of Pennsylvania are reminded to file and remit the collected gross premium surplus lines
tax for the preceding calendar year. The surplus lines tax levied by the Commonwealth of Pennsylvania
is three percent (3%) of taxable gross premiums less any return premium for insurance placed with either
an eligible surplus lines insurer or other non-admitted insurer.

The ORIGINAL Gross Premium Tax Report (RCT-123), along with your tax payment must be filed with
the PENNSYLVANIA DEPARTMENT OF REVENUE on or before January 31, 2015, whether or not any
surplus lines business was written in calendar year 2014. A complete copy of this report must be filed
electronically in PSLA’s Electronic Filing System (EFS). The process for completion of the RCT-123 Tax
Report as well as the process for remittance and/or premium tax funds is controlled exclusively by the
Pennsylvania Department of Revenue. PSLA cannot provide tax advice. These types of questions must
be directed to the Pennsylvania Department of Revenue, 717-783-6031, option 7, and then option 2.

IMPORTANT: As stated in the December 11, 2012 Bulletin, we are advising all surplus lines
licensees to make certain to black out or white out both social security numbers from the COPY of
the RCT-123 form that is required to be uploaded and submitted into PSLA’s EFS in accordance
with Section 1621 of the Surplus Lines Law.

Should you have any questions regarding the handling of the electronic filing copy of the RCT-123 Tax
Report and 1620 monthly reports please do not hesitate to contact Data Services at 610-594-1340,
option 2, or dataservice@pasla.org.

KAR/ds