

# DUE DATES & FEES



## REGULATED INDUSTRY SERVICES (RIS) DIVISION

Email: [ris@oid.ok.gov](mailto:ris@oid.ok.gov)

[Link to RIS Webpage](#)

### CEMETERY MERCHANDISE TRUST PERMIT

Application Type	System	Fee	Due Date	Frequency
Initial	OPTins	\$200.00	At submission	
Renewal	OPTins	\$200.00	March 15	Annually
Late Renewal	OPTins	\$400.00	March 16 - April 15	Annually
Annual Report	OPTins	\$200.00	March 15	Annually

### CHARITABLE GIFT ANNUITY NOTIFICATION

Application Type	System	Fee	Due Date	Frequency
Initial Notice to Commissioner	email RIS@oid.ok.gov	No fee	within 90 days of issuing 1st CGA	
Audited Financial Statement	email RIS@oid.ok.gov	No fee	90 days after financial audit	Annually

### DISCOUNT MEDICAL PLAN ORGANIZATION REGISTRATION

Application Type	System	Fee	Due Date	Frequency
Initial - Full	OPTins	\$250.00	At submission	
Renewal-Full	OPTins	\$250.00	Prior to expiration date	Annually
Initial - Exempt	OPTins	\$100.00	At submission	
Renewal-Exempt	OPTins	\$100.00	Prior to expiration date	Annually
Quarterly Market List	OPTins	No fee	30 days after quarter-end	Quarterly

### FINANCIAL PROTECTION PRODUCTS - DEBT WAIVER REGISTRATION

Application Type	System	Fee	Due Date	Frequency
Initial	OPTins	\$0.00	At submission	
Renewal	OPTins	\$0.00	July 15	Annually

### FINANCIAL PROTECTION PRODUCTS - VEHICLE VALUE PROTECTION AGREEMENTS REGISTRATION

Application Type	System	Fee	Due Date	Frequency
Initial	OPTins	\$0.00	At submission	
Renewal	OPTins	\$0.00	July 15	Annually

### FUNERAL HOME PREPAID BENEFIT PERMIT

Application Type	System	Fee	Due Date	Frequency
Initial	OPTins	\$50.00	At submission	
Renewal	OPTins	\$50.00	December 31	Annually
Late Renewal	OPTins	\$100.00	January 1 - 31	Annually
Annual Report	OPTins	\$50.00	March 10	Annually

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### HOME SERVICE CONTRACT PROVIDER REGISTRATION

Application Type	System	Fee	Due Date	Frequency
Initial	OPTins	\$1,200.00	At submission	
Renewal	OPTins	\$1,200.00	Prior to expiration date	3 Years
Administrative Fee (refer to HSCP webpage for fee calculation instructions)				
Reduced Annual Adm	OPTins	\$3,000.00	April 30	Annually
1st Quarter	OPTins	2.00%	April 30	Quarterly
2nd Quarter	OPTins	2.00%	July 31	Quarterly
3rd Quarter	OPTins	2.00%	October 31	Quarterly
4th Quarter	OPTins	2.00%	January 31	Quarterly

### INTERLOCAL NOTIFICATION

Application Type	System	Fee	Due Date	Frequency
Audited Financial Statement	email RIS@oid.ok.gov	No fee	180 days after fiscal year-end	Annually
Actuarial Opinion	email RIS@oid.ok.gov	No fee	180 days after fiscal year-end	Annually

### MOTOR SERVICE CLUB REGISTRATION

Application Type	System	Fee	Due Date	Frequency
Initial	OPTins	\$250.00	At submission	
Renewal	OPTins	\$100.00	July 1	Annually

### MULTIPLE EMPLOYER WELFARE ARRANGEMENT REGISTRATION OR LICENSE

Application Type	System	Fee	Due Date	Frequency
Initial	OPTins	\$1,000.00	At submission	
Initial - Exempt	OPTins	No fee	At submission	
Renewal	OPTins	\$250.00	Prior to expiration date	Annually
Renewal-Exempt	OPTins	No fee	Prior to expiration date	Annually
Audited Financial Statement & Actuarial Certification	OPTins	No fee	90 days after fiscal year-end	Annually

### PERPETUAL CARE CEMETERY PERMIT

Application Type	System	Fee	Due Date	Frequency
Initial	OPTins	\$200.00	At submission	
Renewal	OPTins	\$200.00	March 15	Annually
Reinstatement	OPTins	\$400.00	March 16 - June 13	Annually

### PHARMACY BENEFIT MANAGER LICENSE

Application Type	System	Fee	Due Date	Frequency
Initial	OPTins	\$1,000.00	At submission	
Renewal	OPTins	\$500.00	Prior to expiration date	Annually
Reinstatement	OPTins	\$1,000.00	Within 1 year after expiration	Annually
Annual Statement	OPTins	\$0.00	May 1	Annually

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### PROFESSIONAL EMPLOYER ORGANIZATION LICENSE

Application Type	System	Fee	Due Date	Frequency
Initial - Full	OPTins	\$500.00	at submission	
Initial - Exempt	OPTins	\$250.00	at submission	
Initial - Group	OPTins	\$250.00/member	at submission	
Renewal - Full	OPTins	\$250.00	Prior to expiration date	Annually
Renewal - Exempt	OPTins	\$250.00	Prior to expiration date	Annually
Renewal - Group	OPTins	\$250.00/member	Prior to expiration date	Annually
Reinstatement	OPTins	Double the renewal fee	Within 90 days after expiration date	Annually
<b>CPA Quarterly Report</b>				
1st Quarter	OPTins	No fee	April 30	Quarterly
2nd Quarter	OPTins	No fee	July 31	Quarterly
3rd Quarter	OPTins	No fee	October 31	Quarterly
4th Quarter	OPTins	No fee	January 31	Quarterly

### RISK PURCHASING GROUP OR PURCHASING GROUP REGISTRATION

Application Type	System	Fee	Due Date	Frequency
Initial	OPTins	\$400.00	At submission	
Renewal	OPTins	\$400.00	Prior to expiration date	Annually

### SERVICE WARRANTY ASSOCIATION LICENSE

Application Type	System	Fee	Due Date	Frequency
Initial	OPTins	\$400.00	At submission	
Renewal	OPTins	\$400.00	November 1	Annually
Reinstatement	OPTins	\$800.00	Renewal app within 90 days or initial app post 90 days after November 1st	
Annual Report	OPTins	No fee	May 1	Annually
Initial - Exemption Request	OPTins	No Fee	November 1	Annually
Renewal - Exemption Req.	OPTins	No Fee	November 1	Annually
<b>Administrative Fee (refer to SW webpage for fee calculation instructions)</b>				
Reduced Annual Adm	OPTins	\$3,000.00	April 30	Annually
1st Quarter	OPTins	2.00%	April 30	Quarterly
2nd Quarter	OPTins	2.00%	July 31	Quarterly
3rd Quarter	OPTins	2.00%	October 31	Quarterly
4th Quarter	OPTins	2.00%	January 31	Quarterly

### THIRD PARTY ADMINISTRATOR LICENSE

Application Type	System	Fee	Due Date	Frequency
Initial	OPTins	\$100.00	At submission	
Renewal	OPTins	\$100.00	Prior to expiration date	Annually
Reinstatement	OPTins	\$200.00	Within 90 days after expiration date	Annually
Annual Report - Waiver	OPTins	No Fee	April 1	Annually
Annual Report	OPTins	No Fee	June 1	Annually

# DUE DATES & FEES

## VEHICLE PROTECTION PRODUCT REGISTRATION

Application Type	System	Fee	Due Date	Frequency
Initial	OPTins	\$200.00	At submission	
Renewal	OPTins	\$200.00	July 15	Annually

## VIATICAL SETTLEMENT PROVIDER LICENSE

Application Type	System	Fee	Due Date	Frequency
Initial	OPTins	\$500.00	At submission	
Renewal	OPTins	\$500.00	Prior to expiration date	Annually
Annual Statement	OPTins	No Fee	March 1	Annually