



## **October – It is Go Time!**

### **Important Fall Reporting Dates (Non-Insurance):**

October 31, 2023 – Most States

- Whether it is a “by November 1<sup>st</sup>” or “October 31<sup>st</sup>” due date (i.e., Alabama, California, Tennessee); the due date is October 31<sup>st</sup>, and you could get dinged for a day!
- Want to be cautious? Get them in a day or more earlier.

November 1, 2023

- The actual due date for only a few states.

November 10, 2023

- Reports for some Delaware and New York property types (i.e., Banking Property) are due; the extra ten days may help.

### **Best Practices 1 – Negative Reporting Reminder**

**EARLY October** is an ideal time to finish out processing and submitting negative reports:

- Do you have holders with no property for specific states?
  - Prepare and mail those negative reports.
  - Fortunately for some states you do not even have to mail, you can indicate there is no property report in the state’s online reporting feature.

### **Best Practices 2 – Get those ducks in order!**

With so many state (non-life insurance) report due dates before or on November 1, October will be a busy month. Are you ready?

- Identify timeframes to create reports, debit property, prepare for issuing checks and EFTs.
- Set a goal to have reports done and mailed by October 27<sup>th</sup>, this gives you a few days if something goes awry.
- Need more time? New York is not due until November 10<sup>th</sup>.

### **Best Practices 3 – 2024 reporting is just around the corner.**

Even though this time can be crazy busy, the next wave of reporting in 2024 is coming soon.

- Consider starting owner outreach for 2024 now, to reconnect and reengage with property owners.
- Need help locating lost and dormant owners? That is what we are here for. Contact us in mid-November after your fall reporting is completed.