



## 2025 INSTRUCTIONS

### HEALTH MAINTENANCE ORGANIZATIONS FEE SCHEDULES

#### READ CAREFULLY – IMPORTANT INFORMATION

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1. The Health Maintenance Organization authorized to write business in the State of South Carolina must pay an **Annual License Fee of \$1,000.00**.
2. Acceptable payments are by electronic (ACH) checks or credit card. There is a \$2.50 vendor fee for using the payment portal. Click Proceed to Payment on the invoice page and follow the instructions.

If paying by credit card, there a 1.7% vendor fee and a \$1.00 portal fee added to your payment.

**Annual Fee and Tax returns are due in this Department on or before March 1, 2026.**

Compliance with South Carolina Department of Insurance requirements is the Company's responsibility. **Failure to comply could result in an administrative fine of up to \$30,000.** Your attention is directed to S.C. Code Ann. §§ 38-2-10 and 38-5-130.

Refer any questions to:

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