



12 January 2018

### IMPORTANT NOTICE TO INSURANCE COMPANIES OPERATING IN NEW BRUNSWICK

Please note that changes have been made concerning payment processing as it pertains to Premium Tax and Automobile Insurance Levy invoices payable to the Minister of Finance for New Brunswick. In the past, both the invoices and the payments have been sent to the following address:

Financial and Consumer Services Commission  
225 King Street, Suite 200  
Fredericton, NB  
E3B 1E1

**Effective immediately, all cheques pertaining to Premium Tax and Automobile Insurance Levy must be sent to the following address:**

Province of New Brunswick  
Department of Finance  
Treasury Division  
P.O. Box 6000  
4<sup>th</sup> Floor Chancery Place  
Fredericton, NB  
E3B 5H1

Note that all supporting documentation such as quarterly invoices being paid, Year-End Premium Tax Returns being paid, etc. must still be sent to my attention and addressed to the Financial and Consumer Services Commission at the address noted above or preferably via email to [Insurance.Finance@fcnb.ca](mailto:Insurance.Finance@fcnb.ca). Please use the subject line "Payment Backup" in your email to us. This will help us to quickly identify correspondence involving invoice and/or Return payments in our "Finance" inbox.

Please remember;

If it's a cheque, send it to:

Province of New Brunswick  
Department of Finance  
Treasury Division  
P.O. Box 6000  
4<sup>th</sup> Floor Chancery Place  
Fredericton, NB  
E3B 5H1

If it's supporting documentation to a payment, send it to:

Financial and Consumer Services Commission  
Insurance Division  
225 King Street, Suite 200  
Fredericton, NB  
E3B 1E1  
or  
[Insurance.Finance@fcnb.ca](mailto:Insurance.Finance@fcnb.ca)

Kindly acknowledge receipt of this correspondence by emailing [Insurance.Finance@fcnb.ca](mailto:Insurance.Finance@fcnb.ca) or [wanda.mccann@fcnb.ca](mailto:wanda.mccann@fcnb.ca) and don't hesitate to contact me should you have any questions.

**Wanda McCann**

Financial and Consumer Services Commission  
Commission des services financiers et des services aux consommateurs

