

(Translation)

Notification of the Insurance Commission

Re: Prescribing the Font, Font Size, Wording and Content of Document Indicating Receipt of Money by a Non-life Insurance Company, B.E. 2552 (2009)

By virtue of section 37 (8) of the Non-life Insurance Act, B.E. 2535 (1992), as amended by the Non-life Insurance Act (No. 2), B.E. 2551 (2008), together with the resolution of Insurance Commission Meeting No. 7/2552 on 23 July 2009, the Insurance Commission hereby issues the following notification.

Clause 1 The document indicating receipt of money shall use the wording "Receipt or Tax Invoice."

Clause 2 A receipt or tax invoice that a company issues to an insured must be signed by the recipient, and must contain at least the following particulars:

- 2.1 the designation of it as a receipt or tax invoice;
- 2.2 the company's name and address;
- 2.3 the taxpayer identification number;
- 2.4 the receipt or tax invoice number;
- 2.5 the date, month and year of issuance of the receipt or tax invoice;
- 2.6 the name of the insured or the insurance applicant;
- 2.7 the name of the agent or person authorized by the company to receive insurance premium;
- 2.8 the number of the insurance policy;
- 2.9 the amount of insurance premium and installment payment number, the year of the insurance policy, and the insurance period.

Clause 3 The content in the document indicating receipt of money must be printed in an easily readable, polite font, and the content under 2.4, 2.5, 2.6, 2.7, 2.8 and 2.9 must not be smaller than 12 points in size, with character density no greater than 18 characters per inch.

Clause 4 For documents indicating receipt of insurance premiums which were printed by a company before the date this notification comes into force, if the content, font, and font size are not as specified in clauses 2 and 3, the company may continue to use them for no longer than 180 days from the date this notification comes into force.

The period under the first paragraph may be extended for no longer than 90 days if the company makes a request to the Registrar before the expiration of that period, stating appropriate reasons.

This shall be effective from now on.

Notified on 29 October 2009.

Sathit Limpongpan
Permanent Secretary for Finance
Chairman of the Insurance Commission