

Workers' Compensation Group Self-Insurance Fund Annual Renewal Check Sheet

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Application for Renewal of Certificate of Authority – F/K/A (GID-254)

Please note that the **GID-254** PDF/hardcopy filing is no longer used, as all submissions are now an electronic data entry experience through the GIMS Company Portal under the Renewal Tab.

GIMS website link: (<https://gims.oci.ga.gov/s/>)

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Statutory Financial Statement

The Statutory Financial Statement can now be submitted in the GIMS Company Portal under the Renewal Tab within the Renewal filing.

GIMS website link: (<https://gims.oci.ga.gov/s/>)

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Annual Fee (\$700.00 + \$5.00 processing fee)

All 2026 Georgia Annual License Renewal invoices are made available and must be paid electronically via the GIMS Company Portal after the electronic data entry filing submission is complete.

Please note that the invoice will only be available after the filing submission has been completed.

ALL annual renewals submitted after March 31st will incur a \$15.00 per day late fee and will be added to your annual renewal invoice. A \$15.00 per day late fee will go into effect on April 1st of each filing year.

GIMS website link: (<https://gims.oci.ga.gov/s/>)

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Actuarial Opinion

The Actuarial Opinion can now be submitted in the GIMS Company Portal under the Renewal Tab within the Renewal filing.

GIMS website link: (<https://gims.oci.ga.gov/s/>)

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Citizenship Affidavit - (F/K/A GID-276-EN) - Illegal Immigration Reform and Enforcement Act Citizen Affidavit

Applicable for all insurance carriers licensed in the 2026 calendar year. Please note that the GID-276-EN pdf/hardcopy filing is no longer used, as all submissions are now an electronic data entry experience through the GIMS Company Portal.

This is a two-part filing. Part one is the Illegal Immigration Reform and Enforcement Act Citizen Affidavit electronic data submission. Part two is the electronic submission of the front and back of the secure and verifiable identification document. This document cannot be redacted and must be provided each year, regardless of prior year submissions. Both items must be submitted through the GIMS Company Portal within the Annual Renewal to complete the filing.

GIMS website link: (<https://gims.oci.ga.gov/s/>)

GIMS technical support: T|1-800-404-4467 E|Gims_support@oci.ga.gov

Please contact our office at regservices@oci.ga.gov if you need assistance with filing requirements.