1. **Company Number (Field: Positions 1-4)**
   - Report the Company Number assigned by ISO.

2. **Transaction Type Code (Field: Position 5)**
   - Report the appropriate Transaction Type Code.

3. **Accounting Date (Field: Positions 6-7)**
   - Report the accounting month and year the transactions were entered on the company books except for transactions reported under the quarterly reporting option where accounting month must be the last month of the quarter being reported.
   - Month requires a one-digit code and year a one-digit code. Use the values 1-9 to represent the months January-September, respectively. The value 0 (Zero) will represent the month of October, the "&" will represent the month of November and the "*" will represent the month of December.

4. **Inception Date (Field: Positions 8-10)**
   - Report the inception month and year as defined in Part I, Section B, Rule 4. — General Rules — Premiums of this plan.
   - Month requires a one-digit code and year a two-digit code. Use the values 1-9 to represent the months January-September, respectively. The value 0 (Zero) will represent the month of October, the "&" will represent the month of November and the "*" will represent the month of December.

5. **Transaction Effective Date (Field: Positions 11-13)**
   - Report the effective month and year of the transaction.
   - Month requires a one-digit code and year a two-digit code. Use the values 1-9 to represent the months January-September, respectively. The value 0 (Zero) will represent the month of October, the "&" will represent the month of November and the "*" will represent the month of December.

6. **Transaction Expiration Date (Field: Positions 14-16)**
   - Report the expiration month and year of the transaction.
   - Month requires a one-digit code and year a two-digit code. Use the values 1-9 to represent the months January-September, respectively. The value 0 (Zero) will represent the month of October, the "&" will represent the month of November and the "*" will represent the month of December.

7. **State Code (Field: Positions 17-18)**
   - Report the State Code of the location of property.

8. **Reserved For Future Use (Field Position 19)**
   - Report blank.

9. **Territory Code (Field Positions 20-21)**
   - Report for Fine Arts, Personal Fur, Personal Jewelry and PPFs only) the code of the territory used in determining the rate. Otherwise, report blank.

10. **Reserved For Future Use (Field Positions 22-23)**
    - Report blank.

11. **Annual Statement Line of Business Code (Field Positions 24-28)**
    - Report the code of the Annual Statement Line of Business to which the transaction was assigned.

12. **Personal Lines Statistical Plan (Other Than Automobile) (PLSP (OTA))**
    - **Subline Code (Field Positions 27-29)**
      - Report the appropriate PLSP (OTA) Subline Code.

13. **Exception Code (Field Position 30)**
    - Report the appropriate Exception Code.

14. **Loss Settlement Indicator Code (Field Position 31)**
    - Report the appropriate Loss Settlement Indicator Code.

14.1. **Reserved For Future Use (Field: Position 32)**
    - Report Blank.

15. **Number of Families Code (Field Positions 33)**
    - Report for PPFs and Fine Arts only) the appropriate Number of Families Code Otherwise, report blank.

16. **Reserved for Future Use (Field Positions 34-37)**
    - Report blank.
17. Construction Code (Field: Position 38)
   Report (for PPFs and Fine Arts only) the appropriate Construction Code. Otherwise, report blank.

18. Protection Code (Field: Positions 38–40)
   Report (for PPFs and Fine Arts only) the appropriate Protection Code. Otherwise, report blank.

19. Reserved For Future Use (Field: Positions 41–44)
   Report blank.

20. Deductible Size Code (Field: Positions 45–46)
   Report (for Filed Classes only) the appropriate Deductible Size Code. Otherwise, report blank.

21. Classification Code (Field: Positions 47–49)
   Report the appropriate three digit Classification Code.

22. Reserved for Future Use (Field: Positions 50–56)
   Report blank.

23. Exposure (Field: Positions 57–60)
   Report (for Filed Classes only) the Amount of insurance (limit of liability) to the nearest hundred dollars of coverage.
   For non-filed classifications, report blank.
   Amounts under $150 must be reported as 0001. Amounts of $899,850 and over must be reported as 8999.
   The exposure field itself is unsigned because the premium amount field indicates positive and negative amounts.

24. Reserved For Future Use (Field: Positions 61–68)
   Report blank.

24.1 Reserved For ISO Use (Field: Position 70)
   Report blank.

24.2 Reserved For Future Use (Field: Positions 71–72)
   Report blank.

25. ZIP Code (Field: Positions 73–77)
   Report the five digit ZIP Code for the insured location.

26. Reserved For Future Use (Field: Positions 78–81)
   Report blank.

27. Company Program Exception Indicator (Field: Positions 82–83)
   Report Code 10 unless reported data represents a Company Program Exception as determined by ISO review. For Company Program Exceptions, report code as assigned by ISO on a program by program basis.

28. Statistical Plan Indicator Code (Field: Position 84)
   Report Code B.

29. Reserved for Future Use (Field: Position 95)
   Report blank.

30. Premium Amount (Field: Positions 96–103)
   Report the appropriate whole dollar amount. Rounding, when required, is to be accomplished by dropping 1 through 49 cents and by increasing or decreasing the dollar amount by 1 (depending on whether the amount is positive or negative) for 50 through 99 cents.
   Amounts must be reported right justified with leading zeros. Negative amounts must be signed in position 103. Positive amounts may be reported signed or unsigned in position 103. For detailed specifications, see page GR-7.

31. Reserved For Future Use (Field: Positions 104–117)
   Report blank.

32. Premium Record Identification (Field: Positions 118–130)
   Report the policy number or any other alphanumeric identification which will make it possible to locate the policy records in the company.

33. Positions For Company Use (Field: Positions 131–150)
   This field is for company use only, and may be reported blank, or may contain any alphanumeric combination that suits the individual carrier's purposes.
REPORTING INSTRUCTIONS

1. **Company Number (Field: Positions 1-4)**
   Report the Company Number assigned by ISO.

2. **Transaction Type Code (Field: Position 5)**
   Report the appropriate Transaction Type Code.

3. **Accounting Date (Field: Positions 6-7)**
   Report the accounting month and year the transactions were entered on the company books except for transactions reported under the quarterly reporting option where accounting month must be the last month of the quarter being reported.

   Month requires a one-digit code and year a one-digit code. Use the values 1-9 to represent the months January-September, respectively. The value 0 (Zero) will represent the month of October, the "&" will represent the month of November and the "10" will represent the month of December.

4. **Inception Date (Field: Positions 8-10)**
   Report the inception month and year as defined in Part I, Section B, Rule 4. – General Rules – Premiums of this plan.

   Month requires a one-digit code and year a two-digit code. Use the values 1-9 to represent the months January-September, respectively. The value 0 (Zero) will represent the month of October, the "&" will represent the month of November and the "10" will represent the month of December.

5. **Loss Date (Field Positions 11-15)**
   Report the month, year and day in which the loss occurred.

   Month requires a one-digit code, year and day require two-digit codes. Use the values 1-9 to represent the months January-September, respectively. The value 0 (Zero) will represent the month of October, the "&" will represent the month of November and the "10" will represent the month of December.

6. **Reserved For Future Use (Field: Position 16)**
   Report blank.

7. **State Code (Field: Positions 17-18)**
   Report the State Code of the location of property.

8. **Reserved For Future Use (Field: Position 19)**
   Report blank.

9. **Territory Code (Field: Positions 20-21)**
   Report (for Fine Arts, Personal Furs, Personal Jewelry and PPFs only) the code of the territory used in determining the rate. Otherwise, report blank.

10. **Reserved For Future Use (Field: Positions 22-23)**
    Report blank.

11. **Annual Statement Line of Business Code (Field: Positions 24-26)**
    Report the code of the Annual Statement Line of Business to which the transaction was assigned.

12. **Personal Lines Statistical Plan (Other Than Automobile) (PLSP (OTA)) Code (Field: Positions 27-29)**
    Report the appropriate PLSP (OTA) Code.

13. **Exception Code (Field: Position 30)**
    Report the appropriate Exception Code.

14. **Loss Settlement Indicator Code (Field: Position 31)**
    Report the appropriate Loss Settlement Indicator Code.

14.1 **Reserved For Future Use (Field: Position 32)**
    Report blank.

15. **Number of Families Code (Field: Position 33)**
    Report (for PPFs and Fine Arts only) the appropriate Number of Families Code. Otherwise, report blank.

16. **Reserved For Future Use (Field: Positions 34-37)**
    Report blank.

17. **Construction Code (Field: Position 38)**
    Report (for PPFs and Fine Arts only) the appropriate Construction Code. Otherwise, report blank.
18. **Protection Code (Field: Positions 36–40)**
   Report (for PPs and Fine Arts only) the appropriate Protection Code. Otherwise, report blank.

19. **Reserved For Future Use (Field: Positions 41–44)**
   Report blank.

20. **Deductible Size Code (Field: Positions 45–46)**
    Report (for Filed Classes only) the appropriate Deductible Size Codes. Otherwise, report blank.

21. **Classification Code (Field: Positions 47–49)**
    Report the appropriate three digit Classification Code.

22. **Reserved for Future Use (Field: Positions 50–56)**
    Report blank.

23. **Exposure (Field: Positions 57–60)**
    Report (for Filed Classes only) the appropriate Amount of insurance (limit of liability) to the nearest hundred dollars of coverage. For non-filed classifications, report blank.

24. **Reserved For Future Use (Field: Positions 61–64)**
    Report blank.

25. **Location of Loss Code (Field: Position 65)**
    Report the appropriate Loss Code.

26. **Cause of Loss Code (Field: Position 66)**
    Report the appropriate Cause of Loss Code.

27. **Reserved For Future Use (Field: Position 67)**
    Report blank.

27.1 **Reserved For ISO Use (Field: Position 68)**
    Report blank.

27.2 **Reserved For Future Use (Field: Position 71)**
    Report blank.

28. **Claim Count (Field: Position 72)**
   Report the claim count in accordance with Part I, Section C, Rule 3 - General Rules – Losses of this plan.
   Negative counts must be signed. Positive counts may be reported signed or unsigned. For detailed specifications, see page GR-7.

29. **ZIP Code (Field: Positions 73–77)**
    Report the five digit ZIP Code for the insured location.

30. **Reserved For Future Use (Field: Positions 78–81)**
    Report blank.

31. **Company Program Exception Indicator (Field: Positions 82–83)**
    Report Code 10 unless reported data represents a Company Program Exception as determined by ISO review. For Company Program Exceptions, report code as assigned by ISO on a program by program basis.

32. **Statistical Plan Indicator Code (Field: Position 84)**

33. **Reserved For Future Use (Field: Position 85)**
    Report blank.

34. **Loss Amount (Field: Positions 86–103)**
    Report the amount of the loss rounded to the nearest dollar. Rounding, when required, is to be accomplished by dropping 1 through 50 cents and by increasing or decreasing the dollar amount by 1 (depending on whether the amount is positive or negative) for 50 through 99 cents.
    Amounts must be reported right justified with leading zeros. Negative amounts must be signed in position 103. Positive amounts may be reported signed or unsigned in position 103. For detailed specifications, see Page GR-7.

35. **Loss Record Identification (Field: Positions 104–117)**
    Report the claim number or any other alphanumeric Identification which will make it possible to locate the loss records in the company.

36. **Reserved For Future Use (Field: Positions 118–130)**
    Report blank. Premium Record Identification may optionally be reported.

37. **Positions For Company Use (Field: Positions 131–150)**
    This field is for company use only, and may be reported blank, or may contain any alphanumeric combination that suits the individual carrier’s purposes.
**MODULE: INLAND MARINE**

### GENERAL RULES

#### 150 CHARACTER RECORD LAYOUT

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<th>Loss Record Layout</th>
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TO IDENTIFY THE REPORTING OF NEGATIVE AMOUNTS, REFER TO THE REPORTING INSTRUCTIONS IN EACH MODULE.