

## Oklahoma Insurance Department Checklist for Domestic & Foreign Surplus Lines Carrier Application

Company: \_\_\_\_\_ NAIC # \_\_\_\_\_

### INCLUDED

- Complete the Agreement & Application for Approval Form (Domestic: UCAA Form 2P, Foreign: UCAA Form 2E).
- Complete the OK Insurance Department's SL Contact Address List.
- Remit fee of \$1,000 application review fee + \$10 consent to service of process appointment + \$150 certificate of approval for a **total of \$1,160** payable to the Oklahoma Insurance Department (Include copy of check).
- Foreign Only: Submit a Signed Annual Statement filed with company state of domicile, along with any quarterly statements filed since. Capital & Surplus minimum requirement is Fifteen million (\$15,000,000) dollars.
- Submit the UCAA Uniform Consent to Service of Process (UCAA Form 12).
- Submit a certified copy of the Company's recorded Articles of Incorporation.
- If the Company is a member of a Holding Company System, submit a copy of the latest Form B & C.
- Foreign Only: Submit a recent (within 30 days) Certificate of Compliance with a copy of the Certificate of Authority from Company's state of domicile and a current Certificate of Deposit.
- Foreign Only: Provide a copy of the Company's latest Financial & Market Conduct Examination Report.
- Submit a Plan of Operation (UCAA Form 13) and premium projections.
- Submit the lines of business the company intends to accept (UCAA Form 3). We will not accept lines of business that are not authorized in the Company's state of domicile.

Send all documents to:  
Oklahoma Insurance Department  
Financial Division – Surplus Lines Application  
400 NE 50<sup>th</sup> Street  
Oklahoma City, OK 73105

**PLEASE NOTE:** UCAA forms are not required in Surplus Lines applications. However, the information (if applicable) included on the UCAA forms does allow the Oklahoma Insurance Department to accurately register the applicant into our electronic system. Some missing data in certain fields of the Oklahoma electronic system may cause electronic system errors and reject the application altogether. Properly registered Surplus Lines insurers are issued a Certificate of Approval and given recognition as an "approved" Surplus Lines insurer on Oklahoma's White List of Surplus Lines carriers, allowing insurance consumers a greater confidence in purchasing insurance products from a company listed on Oklahoma's website as an "Approved Surplus Lines Company."