



## **FOREIGN NAME CHANGE**

To complete this change in the state of Oklahoma, the Company will need to file the following to the Oklahoma Insurance Department:

**File Electronically** through the [NAIC's Corporate Amendment Portal](#):

- UCAA Form 2C Corporate Amendment Application.
- Certified State Insurance Department approval of name change.
- Certified Certificate of Deposit from the new domicile state in the company's new name.
- Certified amended/restated Articles of Incorporation (Fee \$50.00). ***If applicable.***
- Certified amended/restated Bylaws (Fee \$50.00). ***If applicable.***

**File Electronically** through the [NAIC's Corporate Amendment Portal](#) under "Contact Information":

- UCAA Form 14 Change of Address/Contact Notification. ***Initial filing required, amendments if applicable.***

**File by mail** to the Oklahoma Insurance Department, **Financial Division**, 400 NE 50th St. Oklahoma City, OK 73105:

- Surrender the current Certificate of Authority for amendment (must be original or the UCAA Form 15 Affidavit of Lost Certificate of Authority) – no fee.
- Fees:** Mail the check with a cover letter and the Certificate of Authority (or Form 15). Checks must be **payable to the OKLAHOMA INSURANCE DEPARTMENT** and arrive with paperwork to assure the payment can be applied properly. **Note: All fees noted above apply unless the retaliatory fee is higher pursuant to Title 36 O.S. § 628.**

**File by mail** to the Oklahoma Insurance Department, **Legal Division**, 400 NE 50th St. Oklahoma City, OK 73105:

- UCAA Form 12 Consent for Service of Process. **Mail the Form 12 with a check in the amount of \$10, payable to the Oklahoma Insurance Department.**

**Rate and Form Filings:** Please assure rate and form filings have been completed electronically through SERFF if required. Call our Rate & Form Compliance Division at 405-521-3681 should you have any questions regarding rate and form filings, or visit the link below on the Oklahoma Insurance Department's website:

[http://www.ok.gov/oid/Regulated\\_Entities/Rate\\_and\\_Form\\_Filing/index.html](http://www.ok.gov/oid/Regulated_Entities/Rate_and_Form_Filing/index.html)

**Producer Appointments (If applicable):** Contact our Licensing Division for company appointment information as well as agent and agency licensing at 405-521-3916, or visit the link below on the Oklahoma Insurance Department's website:

[http://www.ok.gov/oid/Licensing\\_and\\_Education/index.html](http://www.ok.gov/oid/Licensing_and_Education/index.html)

Processing will begin upon receipt of the required items listed above.