



The Oklahoma Insurance Department (OID) now requires electronic application filing pursuant to Title 36 O.S. § 350 and Order No. 16-639-PRJ, effective 3/1/2017, through an online system named OPTins.

### OPTins Electronic Filing Instructions

Register with OPTins at [www.optins.org](http://www.optins.org) or by calling 816-783-8500.

NOTE: Registration can take up to two weeks to complete. I strongly encourage you to register with OPTins as soon as possible.

- Once registered is confirmed by OPTins, you will be able to begin submitting your renewal application each year through OPTins.
- About 15 to 30 days before the license's expiration date, begin the renewal process by logging into OPTins at [www.optins.org](http://www.optins.org).
- Select the "Filings" tab, then "Create Filing." Enter the filing year, select "Oklahoma Regulated Entities" as the state, and choose "Viatical Settlement Provider."
- Download into an Excel file format, review, complete the VSP Checklist and then upload it.
- Open the license application form, complete it and save it in the same Excel format. Do not paste data into the cells or change the Excel format since that will create an error. Upload the application to the same location where you found it.
- Upload all other documents listed on the checklist as PDF files.
- Proceed to the payment screen to submit your payment.

All questions regarding OPTins must be directed to OPTins at 816-783-8500.

All other application questions must be directed to me at 405-521-6651.

**ANNUAL REPORT:** Title 36 O.S. § 405536(A): Each Viatical Settlement Provider shall file with the Insurance Commissioner on or before March 1 of each year an annual statement containing information as the commissioner may prescribe by regulation. Any policy settled within five (5) years of the date of issuance of the policy, the annual statement shall specify the total number, aggregate face amount and life settlement proceeds of policies settled during the immediately preceding calendar year, together with a breakdown of the information by policy-issue year. The information shall be limited to only those transactions where the viator is a resident of this state. **Electronic filing of the Annual Statement is now required to be submitted through OPTins where the forms are available to open and complete within the filing.**

Please let me know if you have any questions.

Sincerely,  
Jeanette Pearce, PIR  
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(405) 521-6651