



SURPLUS LINES INSURERS ANNUAL FILING REQUIREMENT

Title 36 §321 (B)

Foreign Surplus Lines companies are to file an annual report with the Oklahoma Insurance Department on or before **March 1st annually** to remain on the Oklahoma White List, (Approved Surplus Lines Carriers List) without penalty. File Electronically through [OPTins](#):

1. Jurat Page with Original Signatures and the Company Seal;
2. \$650 Annual filing fee;
3. Premium breakdown of risks located in Oklahoma reflecting name, location, and the amount by the **Oklahoma Licensed Broker**. The premium breakdown should report premium equal to the amount report for Oklahoma on the Schedule T. The report should contain broker subtotals and a grand total. The report must indicate the Oklahoma licensed broker used to place the risk or note the risk was a direct placement.
4. Schedule T - to verify the Oklahoma Resident Broker List (above) matches this total.
5. Voucher Form
(To locate the Oklahoma Company Number required on Voucher form, go to the NAIC website at <https://sbs.naic.org/solar-external-lookup/>, Under Jurisdiction, Choose Oklahoma, Choose search type company, Enter your NAIC # or Company Name, Click agree to these terms box at bottom of page, Click search. This will find your company info, the SBS Company Number listed will be what you put for your Oklahoma company number on the voucher.))

Alien Surplus Lines, appearing on the NAIC Non-Admitted Insurers information office Quarterly Listing and holding a certificate of approval from the Commissioner, are due on or before **August 30th annually**. File Electronically through [OPTins](#):

1. \$650 Annual filing fee.

If OPTins payment not available for Alien SL company:

Mailing Address: Oklahoma Insurance Department
Financial Division – Surplus Lines
400 N.E. 50th Street
Oklahoma City, OK 73105

Surplus Lines Companies not meeting these requirements will have filings deemed incomplete and their certificate of approval may be subject to administrative action.

You may also contact the financial division surplus team member at (405) 522-0564.