Oklahoma Insurance Department
Checklist for Alien Surplus Lines Carrier Application

Company: _____ ISI #_____

INCLUDED

- ☐ Complete the Agreement & Application for Approval (UCAA Form 2E). Include the NAIC Alien Insurers assigned number.
- ☐ Complete the OK Insurance Department's SL Address Contact 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).
- ☐ Submit the UCAA Uniform Consent to Service of Process (UCAA Form 12).
- ☐ If the Company is a member of a Holding Company System, submit a copy of the latest Form B & C.
- ☐ Submit a certified copy of the Certificate of Approval from Company's port of entry state.
- ☐ Provide a copy of the Company's latest Financial & Market Conduct Examination Report.
- ☐ Capital & Surplus requirements: No less than fifteen million ($15,000,000).
- ☐ Company must be registered with the NAIC and actively listed on the NAIC Quarterly Listing of Approved Carriers.
- ☐ 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 port of entry.

Send all documents to: Oklahoma Insurance Department
Financial Division – Admission Application
3625 NW 56th Street, Suite 100
Oklahoma City, OK 73112

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 Alien Surplus Lines insurers are issued a Certificate of Approval and given recognition as an "approved" Alien Surplus Lines insurer in Oklahoma, allowing insurance consumers a greater confidence in purchasing insurance from a company listed on Oklahoma's website as an "Approved Surplus Lines Company" in Oklahoma.