



Department of Insurance
State of Arizona
Property & Casualty Division
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Governor

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CHRISTINA URIAS
Director of Insurance

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TO: All Surplus Line Brokers

RE: Instructions for Sponsorship of an Unauthorized Insurer

ARS § 20-413 provides that for an unauthorized insurer to be qualified and placed on the Arizona List of Qualified Unauthorized Insurers, current documents must be delivered to the Director.

AAC R20-6-204 requires:

A. For **FOREIGN** INSURERS:

1. A current CERTIFICATE OF PUBLIC SUPERVISORY OFFICIAL (certifying Capital and Surplus) on the appropriate form (SL FORM 111 ed. 07/21/2011).
2. Completion of CERTIFICATE OF SURPLUS LINES BROKER (SECTION I) and, Broker Affidavit (SECTION II) (SL FORM 110 ed. 07/21/2011).
3. The most recent report of examination of the insurer certified by the insurance supervisory official of its state of domicile.
4. A certified copy of a National Association of Insurance Commissioners (N.A.I.C.) convention blank annual statement as of December 31 last preceding.
5. Certificate of Compliance. (Certified copy or Original)

B. For **ALIEN** INSURERS:

The Surplus Line Broker shall submit to the Director a completed CERTIFICATE OF SURPLUS LINES BROKER (SECTION I) and, Broker Affidavit (SECTION II) (SL FORM 110 ed. 07/21/2011).

C. For **INSURANCE EXCHANGES**:

1. Completion of CERTIFICATE OF SURPLUS LINES BROKER (SECTION I) and, Broker Affidavit (SECTION II) (SL FORM 110 ed. 07/21/2011) for the Insurance Exchange.
2. Completion of CERTIFICATE OF SURPLUS LINES BROKER (SECTION I) and, Broker Affidavit (SECTION II) (SL FORM 110 ed. 07/21/2011) for each member syndicate of the Insurance Exchange.
3. The most recent report of examination of the Insurance Exchange certified by the insurance supervisory official of its state of domicile.

4. A certified annual statement for each member syndicate (which must also be filed on or before June 1 for re-qualification) as required by A.R.S. § 20-413 (E).
5. A certified copy of National Association of Insurance Commissioners (N.A.I.C.) convention blank annual statement as of December 31 last preceding (must be filed by June 1 each year for re-qualification) for the Insurance Exchange.
6. A current CERTIFICATE OF PUBLIC SUPERVISORY OFFICIAL (Certifying Deposit, Capital and Surplus for the Insurance Exchange on the appropriate form (SL FORM 111 ed. 07/21/2011)).
7. A current CERTIFICATE OF PUBLIC SUPERVISORY OFFICIAL (Certifying Deposit, Capital and Surplus for each member syndicate on the appropriate form (SL FORM 111 ed. 07/21/2011)).

All documents must be submitted to the Director by the sponsoring Arizona licensed **resident** Surplus Lines Broker (A.A.C. R20-6-204). The company may not submit qualifying forms and documents directly.

Re-qualification:

In order to continue those qualified unauthorized insurers and insurance exchanges on the current list, all documents required should be current and filed with this Department not later than June 1. We request that filings commence as soon as is practical after March 1, annually. For **re-qualification**, of any type of unauthorized surplus lines insurer, an AFFIDAVIT OF SURPLUS LINES BROKER & INSURER (form R20-6-204 ed. 5/22/06) is required. In addition, foreign unauthorized insurers must submit the previous year-end annual statement and the latest report of examination, if not already filed.

For your convenience, forms are available on the Department's website.

Please note, the Director is not required to determine the financial condition of any unauthorized insurer.

Surplus Line Brokers may not place insurance with unauthorized insurers that are not on the Arizona List of Qualified Unauthorized Insurers.