1. Complete and Return Attached Forms:

   D-1 (Designation of Person for Receipt of Service of Process).
   D-2 (Designation of Person to Receive Regulations, Bulletins, etc.).

2. Submit copy of Amended or Restated Articles of Incorporation, certified by the home state Insurance Department or Secretary of State’s Office.

3. Submit copy of Amended By-Laws, if applicable, certified by the Secretary of the Company.

4. FEES: $100.00 fee for Amending Certificate of Authority (Domestic Surplus Lines)
   $10.00 - fee for filing Amended or Restated Articles of Incorporation.
   $10.00 - fee for filing Amended By-Laws
   Make checks payable to: Delaware Department of Insurance

If you have any questions, please contact 302-674-7330 or BERG@state.de.us.