



**DOMESTIC SURPLUS LINES INSURER CHECKLIST  
FOR  
NEWLY FORMED OR FOREIGN NONADMITTED COMPANY**

✓	REQUIRED ITEMS
	1. A cover letter declaring the company's intent to convert to a domestic surplus lines insurer.
	2. A certified Board Resolution stating that the board is in agreement with the company's intent to do business as a Delaware domestic surplus lines insurer.
	3. A Plan of Operations stating, at minimum, the types and classes of surplus lines insurance coverage(s) the company expects to offer.
	4. Completed <a href="#">UCAA Primary Application</a> , including <a href="#">Form 12</a> and all other applicable attachments.
	5. The following State Specific application forms: <ul style="list-style-type: none"> <li>• Delaware Domestic Surplus Lines Insurer Application Checklist for "Newly formed or Foreign Non-admitted Company"</li> <li>• Delaware <a href="#">Form D-2</a> - Designation of Person to Receive Delaware Regulations, Bulletins, Directives, and Notices of Regulatory Proceedings.</li> </ul>
	6. An affidavit certifying that the Fifteen Million dollar (\$15,000,000) minimum capital and surplus requirement has been met pursuant to <a href="#">18 Del. C. § 1932</a> .
	7. Certified Articles or Certificate of Incorporation. <b>PLEASE NOTE:</b> (For Foreign Nonadmitted Companies) If lines of business are enumerated on the company's current Certificate of Incorporation, the company must amend its Articles/Certificate of Incorporation to remove the lines of business; since, as a DSLI, it may only write surplus lines business. The company must submit a copy of the amended Articles/Certificate of Incorporation, certified by the Delaware Division of Corporations.
	8. Fees to be paid with the application: <ul style="list-style-type: none"> <li>• \$100 Initial Surplus Lines Insurer Application Fee</li> <li>• \$1000 Company Redomestication Application fee</li> </ul>