



Company Name: \_\_\_\_\_

NAIC Number: \_\_\_\_\_

Office Use Only

Code 880/554: \$515 Fee

Code 880/219: \$270 Fee

STATE OF TENNESSEE  
**DEPARTMENT OF COMMERCE AND INSURANCE**  
Financial Affairs Section / Analytical Unit 0576  
500 James Robertson Parkway, 7<sup>th</sup> Floor  
Nashville, Tennessee 37243  
(615) 741-1670

TO: Foreign Surplus Lines Insurers  
FROM: Mark Jaquish, Insurance Analysis Director  
DATE: January 14, 2014  
RE: Surplus Lines Continuing Eligibility Review

The Tennessee Department of Commerce and Insurance requires the following filings from all eligible Foreign Surplus Lines Insurers in order to continue their eligibility in the State of Tennessee:

**2013 Filing Requirements:**

1. Pursuant to Tenn. Comp. R. & Reg. Ch., 0780-1-37-.08, for insurers and companies not domiciled in Tennessee, the Annual Statement shall be filed electronically with the National Association of Insurance Commissioners. Such entities shall file annually on or before **March 1, 2014** in the office of the commissioner a hard copy Jurat page only, in the manner provided by the commissioner, subscribed and sworn to by the entity's president and secretary, or in their absence, by two (2) of its principal officers.
  - Pursuant to Tenn. Code Ann. § 56-1-501(b), all companies authorized to do business under the provisions of Chapter 14 of Title 56 shall electronically file with the NAIC an annual statement in the form adopted for use by companies, by class of business authorized, which statement shall exhibit its financial condition on December 31 of the previous year, and its business of that year, which statement shall be completed and filed in accordance with NAIC Annual Statement Instructions.
  - Pursuant to Tenn. Code Ann. § 56-1-502, the Jurat page with original signatures (blue ink preferred) must be *received* in this office on or before the due date of **March 1, 2014**. Late filings are subject to a penalty of one hundred dollars (\$100.00) per day.
  - Pursuant to Tenn. Code Ann. § 56-4-101(a)(4), the Annual Statement Filing Fee of five hundred fifteen dollars (\$515.00) must be received on or before **March 1, 2014**.
  - Pursuant to Tenn. Code Ann. § 56-4-101(a)(3), the Annual Review Fee to determine continuing eligibility of the foreign surplus lines insurers is two hundred seventy dollars (\$270.00) and must be received on or before **March 1, 2014**.
2. Pursuant to the NAIC Annual Statement Instructions, the Actuarial Opinion must be filed electronically with the NAIC on or before **March 1, 2014**.
3. Pursuant to the NAIC Annual Statement Instructions, the company's Management Discussion and Analysis must be filed electronically with the NAIC by **April 1, 2014**.
4. Pursuant to the NAIC Annual Statement Instructions, the Audited Financial Report must be filed electronically with the NAIC by **June 1, 2014**.

**PURSUANT TO TENN. CODE ANN. § 56-1-502, ANY INSURANCE COMPANY THAT NEGLECTS TO MAKE AND FILE ITS ANNUAL STATEMENT IN THE FORM AND WITHIN THE TIME PROVIDED BY § 56-1-501 SHALL FORFEIT ONE HUNDRED DOLLARS (\$100) FOR EACH DAY NEGLECTED, AND, UPON NOTICE BY THE COMMISSIONER TO THAT EFFECT, ITS AUTHORITY TO DO NEW BUSINESS SHALL CEASE WHILE THE DEFAULT CONTINUES.**

**Please note: This renewal information for Surplus Lines Companies is available at the following website: <http://www.tn.gov/insurance/index.shtml> - select Surplus Lines Companies and Agencies.**

**To ensure your remittance is processed correctly, it is strongly advised that the check be mailed separately from the jurat page – see below for instructions.**

The Jurat page with **original signatures (blue ink preferred)** must be mailed to the following address:

Tennessee Department of Commerce and Insurance  
Financial Affairs Section / Analytical Unit 0576  
500 James Robertson Parkway, 7<sup>TH</sup> Floor  
Nashville, Tennessee 37243  
(615) 532-2391

Make the \$270.00 Annual Review Fee and the \$515.00 Annual Statement Filing Fee check payable to Tennessee Department of Commerce & Insurance (can remit one check for the \$785.00 total).

**Mail this form along with your payment to the following address to ensure that your remittance is processed correctly.**

Mail the check to:                      State of Tennessee  
The Department of Commerce & Insurance  
P.O. Box 198983  
Nashville, TN 37219-8983