



Texas Department of Insurance

Financial Regulation Division - Company Licensing & Registration, Mail Code 305-2C
333 Guadalupe • P.O. Box 149104, Austin, Texas 78714-9104
512-322-3535 telephone • 512-490-1035 fax • www.tdi.texas.gov

RISK RETENTION GROUP CHECKLIST

Name of Risk Retention Group

Contact Person (Name, Phone Number and E-mail address)

1. Plan of Operation and/or Feasibility Study certified by domiciliary state must include 3-year financial projections and updated every 3 years. *(In accordance with the Federal Risk Retention Act of 1986 §3902(d), the risk retention group is also required to file revisions to plan or study)*
2. Appointment of Commissioner as Agent, Form RRG/PG PC1 *(Filed with initial registration only)*
3. Registration of a Foreign/Alien Risk Retention Group, Form RRG-A-122, including the initial registration fee of \$250
4. Financial Statement certified by domiciliary jurisdiction (NAIC Annual Statement)
5. *Independent Public Accountant certification of financial statement. (Audited Financial Report)*
6. Actuarial Opinion
7. Management Discussion & Analysis report
8. Copies of Texas Tax Reports filed with the Comptroller of Public Accounts (Forms #25-100 & #25-102—*must include payment of Annual Statement Filing Fee of \$250 (for renewal registration only)*)
9. Examination Report conducted by the insurance department of domiciliary jurisdiction. *(Examination Report on file with TDI must be current with the one identified in the Annual Statement)*
10. Certificate of Authority certified by domiciliary jurisdiction. *(Must be re-filed if any changes occur, or if renewed)*
11. Résumés or Biographical Affidavits for each officer or director of the group. *(Must be re-filed if changes are made)*

12. All risk retention groups are required to file copies of Property and Casualty NAIC Quarterly Statements, as filed with domiciliary jurisdiction, within 45 days following the close of the quarter. (Due by May 15, 2012; August 15, 2012; and November 15, 2012)
13. Any documents filed with domiciliary jurisdiction that are not listed above, (*i.e. business plans, articles of incorporation, etc.*)

Note: If items listed above are not submitted, an explanation must be provided below.

COMMENTS

If you have any questions regarding the filing requirements, or need assistance completing the forms, you may contact our office at (512) 322-3535, by fax (512) 490-1035, or e-mail at RegistrationTeam@tdi.state.tx.us.