ATTORNEY-IN-FACT CHANGE CHECKLIST
for
RECIROCALS

NOTE: All documents MUST contain signatures and notarizations where appropriate. Documents requiring certification must contain signatures and certifications from the Insurance Department or regulatory authority of the company's state of domicile.

☐ 1. Amended or Restated Articles of Association certified by the state of domicile
☐ 2. Form A-212, TDI Form FIN367 (obtain a copy by calling 512-676-6385)
☐ 3. Copy of Subscribers Agreement reflecting new name of Attorney-in-Fact
☐ 4. Return Original Certificate of Authority
☐ 5. Attorney for Service of Process Form (NAIC UCAA Form 12)
☐ 6. Filing fee of $125.00 for Amended Articles of Association or $250.00 for Restated Articles of Association

INCOMPLETE APPLICATIONS IMPEDE TIMELY REVIEW BY THE DEPARTMENT, THEREFORE, IT IS EXTREMELY IMPORTANT THAT APPLICATIONS ARE COMPLETE. SUBMIT A COMPLETE FILING TO THE TEXAS DEPARTMENT OF INSURANCE, COMPANY LICENSING AND REGISTRATION OFFICE, MC 103-CL, P. O. BOX 149104, AUSTIN, TX 78714-9104. FOR QUESTIONS OR MORE INFORMATION, CALL (512) 676-6385.

THESE GUIDELINES ARE GENERAL IN NATURE AND DO NOT SUPERCEDE STATUTE OR REGULATION. THEY ARE NOT INTENDED TO BE ALL INCLUSIVE AND ADDITIONAL DOCUMENTATION MAY BE REQUESTED.