



Form R-4 (Submit with Initial and Annual Filing)

ACCREDITED/TRUSTEED REINSURER CHECKLIST

Name of Company

Name Contact Person

Phone Number

Email address

ACCREDITED REINSURERS: Items that are timely filed with the NAIC suffice for this department. Please do not transmit additional copies (either hard copy or electronically) of the following: NAIC Annual and Quarterly Statements and attachments, including ceding insurers list; Holding Company Registration Statement; and Audited CPA Report. If there has been a change to the holding company structure during the year, or change to ceding insurers, inform this department via letter or email as those changes occur.

Annual Registration Requirements (DUE MARCH 1)

- 1. Submission for Reinsurance Accreditation (Form R-1)**
- 2. Certificate of Assuming Insurer (Form R-3)**
Completed, signed and notarized
- 3. Annual Financial Statement**
Including Actuarial Opinion and Management Discussion & Analysis
 - Trusteed Reinsurer file hard copy with TDI
 - Accredited Reinsurers file with NAIC
- 4. Annual Statement or Initial Application Filing Fee**
Fee of \$250 - *Paid to the Texas Department of Insurance*
- 5. Treasurer's Certification (Trusteed Reinsurers Only)**
Statement signed by company Treasurer that surplus as regards to policyholders is maintained at an amount not less than \$20 million
- 6. Certificate of Authority or Letter of Compliance**
File if changed or renewed, otherwise mark N/A

7. Examination Report

Submit most recent exam, if already submitted mark N/A

8. Holding Company Registration Statement

Copies of any changes made during year, if no changes mark N/A

9. Audited CPA Report (DUE JUNE 1)

Note: If items listed above are not submitted by the due date, provide an explanation below and include the date the items will be filed.

Comments**Quarterly Registration Requirements****1. NAIC Quarterly Statements**

(Due by May 15; August 15; and November 15)

- Trusteed Reinsurer file hard copy with TDI
- Accredited Reinsurers file with NAIC

2. Quarterly Listing of Ceding Insurers

Separate listing from Annual Statement is required and submitted with each quarterly statement)

(Due by May 15; August 15; and November 15)

Initial Registration Requirements

1. Submit all items required for Annual Registration

2. Business Plan

Narrative and 3-year projections by state and line of business link listed below
(<http://www.tdi.texas.gov/forms/fincolicense/fin429reinsbspl.pdf>)

For assistance, please contact the Registration Team at 512-676-6395 or email RegistrationTeam@tdi.texas.gov.