



Cancellation of Foreign Insurer's Certificate of Authority

Company must submit an original and three copies of the following:

- ___ 1. Final Financial Statement—need only file a balance sheet
- ___ 2. Statement to the effect that all debts, obligations, and liabilities of the Company have been paid, discharged, or adequate provision has been made therefore.

Note: If the Company has policyholders or unpaid claims relating to policyholders, the Company must file a withdrawal plan and may not cancel the certificate of authority until all policyholders have been taken care of and unpaid claims have been extinguished.
- ___ 3. Shareholders consent to cancel
- ___ 4. Notarized affidavit regarding any pending litigation and known contingent liabilities, or a notarized affidavit stating there are no pending litigation or contingent liabilities.
- ___ 5. Proof of payment of premium and maintenance taxes through proposed effective date of cancellation. The Company should send its completed final premium return, final statement, and any Texas premium taxes due to: **State of Texas Comptroller's Office**
Open Records Division
111 East 17th Street
Austin, TX 78701

(The Comptroller's Office will provide Company Licensing with documentation that this has been completed.)
- ___ 6. Statement declaring party authorized to receive statutory deposit upon release by this Department
- ___ 7. Surrender original Certificate of Authority (with Gold Seal)
- ___ 8. Filing fee of \$25 (make check payable to the Texas Department of Insurance)

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 & REGISTRATION DIVISION, MC 305-2C, P. O. BOX 149104, AUSTIN, TX 78714-9104. FOR QUESTIONS OR MORE INFORMATION, CALL (512) 322-4370.

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.