



**JOINT UNDERWRITING ASSOCIATIONS  
ISSUANCE OR RENEWAL OF TEXAS CERTIFICATE OF AUTHORITY**

The following information must be submitted to Company Licensing in order to issue or renew the Certificate of Authority of a Joint Underwriting Association, pursuant to Texas Insurance Code, Article 21.49-3B. Renewals of the Certificate of Authority must be filed every three (3) years prior to the expiration date on the current Certificate of Authority. All documents **MUST** contain original signatures and notarizations where appropriate. Facsimiles and photocopies are not acceptable.

- \_\_\_\_\_ 1. Name Application  
**NOTE:** This form is not necessary for the renewal of the Certificate of Authority.
- \_\_\_\_\_ 2. Application for Certificate of Authority as a Joint Underwriting Association—  
JUA-2 (Form FIN400) and Standard Coverages Page
- \_\_\_\_\_ 3. Completed Supplemental Information Form—JUA-2A (Form FIN401)
- \_\_\_\_\_ 4. Biographical Affidavits for the President, Secretary and Treasurer.  
**NOTE:** This form is only required if there has been a change in any of these individuals or positions in the last three years.
- \_\_\_\_\_ 5. Officers and Directors Page
- \_\_\_\_\_ 6. Attorney for Service Form
- \_\_\_\_\_ 7. List of Member Insurers and Addresses
- \_\_\_\_\_ 8. Plan of Operation
- \_\_\_\_\_ 9. Governing Agreement of Activities
- \_\_\_\_\_ 10. Current Texas Certificate of Authority (with gold seal) must be surrendered (if a renewal)
- \_\_\_\_\_ 11. Filing fee of \$200.00
- \_\_\_\_\_ 12. If there have been any organizational changes to the JUA or its Certificate of Authority, please advise the Department accordingly by completing the Amended Application for Certificate of Authority—JUA-2B (Form FIN402).

**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.