



Form R-4

ACCREDITED REINSURER CHECKLIST

Name of Company _____

Contact Person (Name and e-mail address) _____

1. **Submission for Reinsurance Accreditation (Form R1)**
(Due by March 1, 2007) _____
2. **Certificate of Assuming Insurer (Form R3)**
Completed, signed and notarized. (Due by March 1, 2007) _____
3. **Annual Financial Statement**
(Due by March 1, 2007) _____
4. **Annual Statement Filing Fee** (Paid to the Texas Department of Insurance)
Fee of \$250.00. (Due by March 1, 2007) _____
5. **Actuarial Opinion** (Due by March 1, 2007) _____
6. **Management's Discussion and Analysis of Operations**
(Due by March 1, 2007) _____
7. **Audited CPA Report** (Due by June 1, 2007) _____
8. **Certificate of Authority or Letter of Compliance**
(Due by March 1, 2007) _____
9. **Treasurers Certification** (*Required for trustee reinsurers only*)
Statement signed by company Treasurer that surplus as regards to
policyholders is maintained at an amount not less than \$20 million.
(Due by March 1, 2007) _____
10. **Examination Report**
(Due by March 1, 2007) _____
11. **Officers and Directors List and Biographical Affidavits**
To be current within 3 years. (Must file updated biographicals for the
President, Secretary and Treasurer if current ones were filed prior to 2004)
(Due by March 1, 2007) _____

- 12. **NAIC Quarterly Statements**
(Due by May 15, 2007, August 15, 2007 and November 15, 2007) _____
- 13. **Holding Company Registration Statement**
Copies of any changes made during year. (Due by March 1, 2007) _____
- 14. **Quarterly Listing of Ceding Insurers** (Separate listing from Annual
Statement required: should be submitted with each quarterly statement)
(Due by May 15, 2007, August 15, 2007 and November 15, 2007) _____
- 15. **Business Plan** (Updated every 3 years)
(Due by June 1, 2007) _____

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

- 16. **Comments** _____

