



Texas Department of Insurance
Financial, Company Licensing & Registration, Mail Code 305-2C
333 Guadalupe • P. O. Box 149104, Austin, Texas 78714-9104
512-322-3507 telephone • 512-322-3550 fax • www.tdi.state.tx.us

**HEALTH MAINTENANCE ORGANIZATIONS
SUBSEQUENT FILING**

Doing Business As Names, Assumed Names, Trade Marks, Service Marks and Logos

NOTE: All documents must contain original signatures and notarizations where appropriate. Facsimiles and photocopies are not acceptable. These procedures apply to BOTH Texas and foreign corporations.

HMO must submit the following:

- _____ 1. Name Application (Form FIN011)
- _____ 2. Certification or letter from Texas Secretary of State stating that Doing Business As Name, Assumed Name, Trade Mark, Service Mark or Logo has been approved.
- _____ 3. Filing fee of \$100.00

NOTE: Once approval is received from the Secretary of State and TDI, HMO must file an Assumed Name Certificate in each county of its service area.

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.