## ATTENTION CERTIFIED COMPANIES

- \* FOR FUTURE ELECTRONIC MAILINGS: E-MAIL ADDRESS REQUESTED
- \* 12-31-2012 ANNUAL LETTER UNDER "CORRESPONDENCE" at www.fms.treas.gov/c570
- \* ANNUAL/QUARTERLY CHECKLISTS UNDER 'FORMS' at www.fms.treas.gov/c570
- \* COMPLETE FILING DUE MARCH 1, 2013
- \* ANNUAL RENEWAL FEE OF \$5,450 IS DUE FEBRUARY 14, 2013
- \* YOU MUST PAY YOUR RENEWAL FEES ON-LINE (www.fms.treas.gov/c570 then click on 'PAY ONLINE' in right hand column).CHECKS NOT ACCEPTED
- \* FINANCIAL STATEMENTS SHOULD BE MANUALLY SIGNED (Photocopied signatures are NOT acceptable)
- \* CDs MUST ACCOMPANY EACH INSURANCE COMPANY'S FINANCIAL STATEMENT (Please submit zip files ONLY. We do NOT require the PDF format. Disks are no longer accepted)
- \* ALL OUR FORMS ARE AVAILABLE ON LINE AT www.fms.treas.gov/c570
- \* LICENSE SHEET SHOULD BE COMPLETED WITH ALL CURRENT INFORMATION
- \* LIST OF OVERSEAS ACCREDITED/TRUSTEED REINSURERS ON LINE UNDER 'CORRESPONDENCE'
- \* PROVIDE A <u>COMPLETE</u> FILING ALONG WITH A COPY OF THE CHECKLIST OF ITEMS SUBMITTED
- \* MAIL ALL DOCUMENTATION TO:

U.S. Department of the Treasury FISCAL SERVICE/FMS - Surety Bond Branch 3700 East-West Highway, Room 6F01 Hyattsville, MD 20782

\* Please ensure that the information in this package is distributed to the various individuals within your Company who are responsible for filing information with this Department. **However, we** are requesting consolidated filings.