



STATE OF WEST VIRGINIA
Offices of the Insurance Commissioner
Financial Conditions Division

Mailing Address:
 Financial Conditions
 PO Box 50540
 Charleston, WV 25305-0540

Telephone: (304) 558-2100
 Facsimile: (304) 558-1365
 Email: oicfinancialconditions@wv.gov
 www.wvinsurance.gov

Location:
 Financial Conditions
 900 Pennsylvania Ave
 Charleston, WV 25302

WV OFFICES OF THE INSURANCE COMMISSIONER
FILING FEE GUIDE

AGENTS LICENSING & EDUCATION

Examination – Administered by Pearson Vue	\$110.00
Letter of Certification	\$5.00
Letter of Clearance.....	\$10.00
C. E. Reinstatement.....	\$5.00 per hr
(Completed after Compliance Date)	
Company Appointments	\$25.00
Annual Renewal Appointments	\$25.00
(Domestic Farm Mutuals Pay \$5 for Resident Appointments)	
Application for Producer License (Resident/Non-Resident License).....	\$50.00
Producer Biennial Renewal.....	\$50.00
Late Renewal Fee for Producer License	\$100.00
Application for Surplus Lines License.....	\$200.00
Annual Renewal for Surplus Lines License (due May 31)	\$200.00
Late Renewal for Surplus Lines License	\$300.00
Application for Business Entity License.....	\$200.00
Annual Renewal for Business Entity License (due June 30)	\$200.00
Late Renewal Fee for Business Entity License.....	\$225.00
Application for Adjuster License	\$25.00
Annual Renewal for Adjuster License (due May 31)	\$25.00
Late Renewal Fee for Adjuster License	\$50.00
Emergency Adjuster.....	\$0.00
Application for Viatical Broker Business Entity	\$200.00
Renewal Fee for Viatical Broker Business Entity (due June 30).....	\$200.00
Late Renewal Fee for Viatical Broker Business Entity	\$400.00
Application for Viatical Broker Individual	\$50.00
Renewal Fee for Viatical Broker Individual	\$50.00
Late Renewal Fee for Viatical Broker Individual	\$100.00
1033 Waiver.....	\$100.00



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LICENSED INSURANCE COMPANIES

Application for Admission, including all documents	\$100.00
Annual Examination Assessment Fee (due July 1).....	\$1,050.00
Annual, initial or renewal license	\$200.00
Certificate of Compliance	\$15.00
Certificate of Deposit.....	\$15.00
Letter of Good Standing.....	\$15.00
Certified Copy of Certificate of Authority.....	\$15.00
Filing of additional paper required by law or furnishing copies thereof.....	\$1.00
Filing of Amended Articles of Incorporation.....	\$50.00
Filing of Amended Bylaws	\$50.00
Filing of Annual Statement (due March 1)	\$100.00

ACCREDITED REINSURERS

Annual Examination Assessment Fee (due July 1).....	\$1,050.00
Application for Admission.....	\$100.00
Filing of Annual Statement (due March 1)	\$100.00

CAPTIVE INSURANCE COMPANY

Application for Admission, including all documents	\$200.00
Application for Admission, license fee.....	\$300.00
Annual Renewal (due May 31)	\$300.00

CHARITABLE GIFT ANNUITIES

Application for Admission.....	n/a
Annual Renewal.....	n/a

DISCOUNT MEDICAL PLAN ORGANIZATION

Application for Admission.....	\$300.00
Annual Renewal (due May 31)	\$100.00
Annual Renewal (received after May 31)	\$100.00

DISCOUNT PRESCRIPTION DRUG PLAN ORGANIZATION

Application for Registration.....	n/a
Annual Renewal (due May 31)	n/a

FARMERS' MUTUAL FIRE

Annual Examination Assessment Fee (due July 1).....	\$1,050.00
Filing of Annual Statement (due March 1)	\$25.00

FRATERNAL ASSOCIATIONS

Annual Examination Assessment fee (due July 1).....	\$1,050.00
Annual license, initial and renewal (due May 31)	\$50.00
Filing of Annual Statement (due March 1)	\$25.00
Filing of Amended Articles of Incorporation.....	n/a
Filing of Amended Bylaws	n/a



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HEALTH MAINTENANCE ORGANIZATIONS

Amendment to Original Application.....	\$200.00
Annual Examination Assessment Fee (due July 1).....	\$1,050.00
Application for Admission, including all documents	\$200.00
Filing of Annual Statement (due March 1)	\$100.00

HOSPITAL/MEDICAL/DENTAL/HEALTH SERVICE CORPORATIONS

Annual Examination Assessment Fee (due July 1).....	\$1,050.00
Application for Admission, including all documents	\$200.00
Annual Renewal (due May 31)	\$200.00

MANAGING GENERAL AGENT

Application for Admission.....	\$500.00
Annual Renewal (due June 30)	\$200.00
Late Filing Fee of Annual Renewal	\$400.00

PREPAID LIMITED HEALTH SERVICE ORGANIZATIONS

Application for Admission.....	\$200.00
Amendment to Original Application.....	\$200.00
Annual Renewal (due March 1)	\$200.00
Filing of Annual Statement (due March 1)	\$25.00
Annual Examination Assessment Fee (due July 1).....	\$1,050.00

PROFESSIONAL EMPLOYER ORGANIZATION OR GROUP

Application for Admission.....	\$300.00
Annual Renewal (due July 1).....	\$300.00
Application for Admission of a Limited License.....	\$200.00

PROVIDER SPONSORED NETWORKS

Application for Admission.....	\$200.00
Amendment to Original Application.....	\$200.00
Filing of Annual Statement (due March 1)	\$100.00
Annual Renewal (due March 1)	\$200.00
Annual Examination Assessment Fee (due July 1).....	\$1,050.00

RATE AND FORM FILINGS

Form Filing	\$50.00
Rule Filing	\$75.00
Rate Filing.....	\$75.00

RATING ORGANIZATIONS

Application for Admission*	\$100.00
Annual Renewal.....	\$100.00

*The License is good for a 3 year period.



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REINSURANCE INTERMEDIARY

Application for Admission.....	\$500.00
Filing Statements Preliminary to Admission	\$100.00
Annual Renewal (due June 30)	\$200.00
Late Filing Fee of Annual Renewal	\$400.00
Filing of Annual Reports.....	\$100.00
Filing of Certified Copy of Articles of Incorporation	\$50.00
Filing of Copy of Bylaws/Charters	\$50.00
Filing of Designated Contract.....	\$25.00
Filing of Notification of Termination of a Contract.....	\$10.00
Filing of Legal Name Change.....	\$75.00
Filing of Address Change	\$25.00
Filing to Add or Delete Names on the License.....	\$25.00
Filing a Bond or an Errors and Omissions Policy.....	\$25.00
Request for Certificate of Condition (or Good Standing).....	\$20.00

RISK PURCHASING GROUPS

Application for Registration.....	\$200.00
Modification to Registration	\$50.00

RISK RETENTION GROUPS

Filing of Annual Statement Fee (due March 1)	\$100.00
Application for Registration.....	\$200.00
Modification to Registration	\$50.00

SURPLUS LINES

Application for Admission, including all documents (Foreign/Alien)	\$100.00
Filing of Annual Statement (due March 1)	\$100.00

THIRD PARTY ADMINISTRATORS

Annual Renewal for Home State (due July 1)	\$300.00
Annual Renewal for Non-Resident (due October 1).....	\$200.00
Annual Renewal for Registered (due October 1).....	n/a
Filing of additional paper required by law or furnishing copies thereof.....	\$1.00
Request for Certificate of Good Standing.....	\$25.00
Request for Certificate of Authority	\$25.00
Application for Admission (Home State/Non-Resident)	\$300.00
Application for Registration.....	n/a
Filing of Certified Copy of Articles of Incorporation (Home State only)	\$50.00
Filing of a copy of Bylaws or Charter (Home State only)	\$50.00

VIATICAL SETTLEMENT PROVIDER

Application for Admission.....	\$600.00
Annual Renewal (due May 31)	\$300.00
Late Filing Fee of Annual Renewal	\$600.00



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All insurance fees remittances are payable to the “WV Offices of the Insurance Commissioner” except statutory attorney fee of \$10.00 payable to the West Virginia Secretary of State.

Retaliatory provisions apply, in the aggregate, to all taxes and fees.

The information here shown is in summary form. For statutory provisions and definitions see W. Va. Code Chapter 33.

STATUTORY DEPOSITS

Domestic Companies \$100,000

\$100,000 or Certificate from insurance official that a like deposit is being maintained.

\$100,000 or satisfactory evidence of assets maintained within the United States equal to liabilities together with an amount equal to required deposit.