



**STATE OF WEST VIRGINIA**  
**Offices of the Insurance Commissioner**  
**Company Analysis and Examinations Division**

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**REQUIREMENTS FOR SURPLUS LINES INSURERS**

In order to become eligible to write Surplus Lines business in West Virginia, you must comply with the following general requirements. Requirements differ for foreign and alien insurers.

FOREIGN OR ALIEN INSURERS must appear on the Commissioner's most recent list of eligible surplus lines insurers before they can begin writing any business in the State of West Virginia.

NOTE: All surplus lines business **MUST** be written through a West Virginia Office of the Insurance Commissioner licensed Surplus Lines Licensee. (See WV Code §33-12C-4(f)). Any resident or nonresident property/casualty producer licensed for three (3) years may apply for a Surplus Lines Producer License. Contact Agent Licensing Division to obtain the application form.

**FOREIGN INSURERS**  
**Initial Filing Requirements**

1. Complete and file Form SL1 – Foreign Insurer Surplus Lines Eligibility Application (SL1).
2. Submit a current certificate from the Commissioner of Insurance in the insurer's State of Domicile showing the insurer is authorized to transact the kinds of insurance proposed to be transacted in the State of West Virginia.
3. Maintain capital and surplus or its equivalent under the laws of its State of Domicile of no less than fifteen million dollars (\$15,000,000).
4. File a signed copy of the annual statement Jurat Page.
5. Submit a description of the products the insurer plans to sell in the State of West Virginia and provide a detailed description of the insurers proposed market plan.
6. Remit a check made payable to the West Virginia Offices of the Insurance Commissioner in the amount of one hundred dollars (\$100) for filing statements preliminary to admission (WV Code §§33-12C & 33-3-13).

**FOREIGN INSURERS**  
**Annual Filing Requirements**

1. On or before May 1, complete and file Form SL1 – Foreign Insurer Surplus Lines Eligibility Application (SL1).
2. Submit a current certificate from the Commissioner of Insurance in the insurer's State of Domicile showing the insurer is authorized to transact the kinds of insurance proposed to be transacted in the State of West Virginia.

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3. File a signed copy of the annual statement Jurat Page.
4. Submit a description of the products the insurer plans to sell in the State of West Virginia and provide a detailed description of the insurers proposed market plan, if amended or changed from the initial filing.
5. Remit a check made payable to the West Virginia Offices of the Insurance Commissioner in the amount of one hundred dollars (\$100) for filing of the Annual Report (WV Code §§33-12C & 33-3-13).

### **ALIEN INSURERS Initial Filing Requirements**

1. Complete and file Form SL2 – Alien Insurer Surplus Lines Eligibility Application (SL2).
2. Insurer’s name must appear on the NAIC’s most recent quarterly listing of alien insurers.
3. Submit a current certificate from the Insurance Regulatory Authority in the insurer’s jurisdiction of domicile showing the insurer is authorized to transact the kinds of insurance proposed to be transacted in the State of West Virginia.
4. File Form SL-Alien Aff. – Alien Surplus Lines Insurer Affidavit of Filing an Affidavit of Filing and Financial Attestation. Available at [www.wvinsurance.gov](http://www.wvinsurance.gov).
5. Submit a description of the products the insurer plans to sell in West Virginia and provide a detailed description of the insurers proposed market plan.
6. Remit a check made payable to the West Virginia Offices of the Insurance Commissioner in the amount of one hundred dollars (\$100.00) for filing statements preliminary to admission (WV Code §§33-12C & 33-3-13).

### **ALIEN INSURERS Annual Filing Requirements**

1. On or before May 1, complete and file Form SL2 – Alien Insurer Surplus Lines Eligibility Application (SL2).
2. Insurer’s name must appear on the NAIC’s most recent quarterly listing of alien insurers.
3. Submit a current certificate from the Insurance Regulatory Authority in the insurer’s jurisdiction of domicile showing the insurer is authorized to transact the kinds of insurance proposed to be transacted in the State of West Virginia.
4. File Form SL-Alien Aff. – Alien Surplus Lines Insurer Affidavit of Filing an Affidavit of Filing and Financial Attestation, available at: [www.wvinsurance.gov](http://www.wvinsurance.gov).
5. Submit a description of the products the insurer plans to sell in West Virginia and provide a detailed description of the insurers proposed market plan, if amended or changed from the initial filing.
6. Remit a check made payable to the West Virginia Offices of the Insurance Commissioner in the amount of one hundred dollars (\$100) for filing of the Annual Report (WV Code §§ 33-12C & 33-3-13).

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