

SURPLUS LINES (UNAUTHORIZED) INSURANCE COMPANIES

Filing Requirements

The Items below are due by March 1st of each year:

- Annual Statement – A hardcopy is no longer required to be filed with the Department provided that an electronic copy is filed with the NAIC.
- Surplus Line Broker Policy listing – E-mail to surpluslines@insurance.alabama.gov
 - Please refer to the ‘Instructions for formatting the Excel Spreadsheet’ and the ‘Surplus Line Unauthorized Insurance Policy Data’ example located on the homepage under ‘Online services’ then ‘Surplus line information’.
 - *Note-The broker license number field should contain the Alabama license number for the individual surplus line broker (not business entity) who reported and paid the taxes to the Department. The license number should begin with the letter A followed by 6 digits.
 - NO DUPLICATE POLICY NUMBERS.

FEES

As set forth in the Insurance Department Bulletin of December 22, 2004, all insurers are required to submit an annual audit and examination fee of **\$750, accompanied by form PR**, to the address below. *Form PR can be found under Companies/Filing Requirements/Annual Audit and Exam Transmittal Form PR.*

POSTAL SERVICE
Alabama Department of Insurance
c/o Compass Bank
P.O. Box 830707
Birmingham, AL 35283-0707

COURIER OR EXPRESS SERVICE
Alabama Department of Insurance
c/o Compass Bank
701 South 32nd Street
Birmingham, AL 35233

ALL FILINGS WITH THE ALABAMA DEPARTMENT OF INSURANCE MUST BE MAILED BY THE U.S. POSTAL SERVICE OR COURIER. HAND DELIVERY IS NOT ACCEPTABLE.

CONTACT PERSONS

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