

STATE OF VERMONT  
Department of Financial Regulation  
Insurance Division  
89 Main Street  
Montpelier, VT 05620-3101

Company Licensing Section  
(802) 828-2470  
DFR.CompLic@Vermont.gov

**2023 Annual Filing Instructions  
Alien and Foreign Accredited Reinsurers**

All approved Alien and Foreign Accredited Reinsurers must comply with the requirements of 8 V.S.A § 3634a to maintain their status and Regulation 97-3 (Revised 2020). [Note: All citations refer to Vermont Statutes Annotated, Title 8].

Alien and Foreign Accredited Reinsurers are required to pay the following fees:

Renewal of Approval [§ 3634a(b)(2)(F)].....	\$200.00
Filing of Annual Statement [§ 3314].....	\$100.00
Total Due on or before March 1, 2024.....	\$300.00

Checks are to be made payable to the **Vermont Department of Financial Regulation**. Please provide a separate check for each company.

**Annual filing requirements:**

1. Foreign Accredited Reinsurer must submit the Foreign Accredited Reinsurer Annual Fee Calculation Form
2. Annual statement filed with the insurance department of its state of domicile by March 1<sup>st</sup> of each year [§ 3634a(b)(2)(D)]. *A hard copy is not required to be sent if the hard copy is filed with the state of domicile and if the data is filed electronically with the NAIC.*
3. Audited financial statements as they become available or by June 1<sup>st</sup>. [§3634a(b)(2)(D)]. Amounts should be in U.S. dollars or a currency conversion rate should be specified. *A hard copy is not required to be sent if the hard copy is filed with the state of domicile and if the data is filed electronically with the NAIC.*
4. Maintain a surplus for policyholders and/or a trust as detailed in § 3634a(b).

5. All insurance companies should verify that their address for service of process on file with the Vermont Secretary of State is current. Report any address changes to the Office of the Secretary of State, Corporations Division, 128 State Street, Montpelier, VT, 05633-1104, or (802) 828-2386. See their website at: <https://sos.vermont.gov/corporations/other-services/service-of-process/>.
6. All insurance companies are required to notify this department of name changes and changes of administrative or statutory office address changes. Please contact Company Licensing at the above address or [dfr.complic@vermont.gov](mailto:dfr.complic@vermont.gov).

**Additional Notes:**

Renewal information for Certified Reinsurers, see <https://dfr.vermont.gov/industry/insurance/company-licensing/how-apply/certified-reinsurers>