



**COMMONWEALTH OF PENNSYLVANIA
INSURANCE DEPARTMENT**
Office of Corporate and Financial Regulation
1345 Strawberry Square
Harrisburg, PA 17120
Telephone (717) 783-2735 Fax (717) 787-8557
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Recapitalization of a Domestic Insurance Company

The Pennsylvania Insurance Department requires the following documents to process the above request:

1. A draft of the amendment to the Articles of Incorporation of the insurer, **please do not file the amendment with the Department of State until after the Insurance Commissioner has approved the transaction.**
2. Pro forma balance sheets indicating the condition of the insurer before and after the transaction.
3. A certified copy of the Board of Director's resolution authorizing the recapitalization.
4. A certified copy of the shareholder's approval of the Board resolution.
5. A \$300.00 filing fee, please make the check payable to the "Commonwealth of Pennsylvania."

Please be advised that the filing of the listed materials is not to be construed as approval by the Pennsylvania Insurance Department of the instant transaction. The contemplated transaction requires specific written approval by the Department. Consummation by the parties prior to obtaining such approval may result in the imposition of significant civil penalties.