

Filing of Intention to Pay a Dividend or Other Distribution

√	Signed letter from officer of the company including the following:
	Amount of the proposed dividend or other distribution.
	Board of Director's declaration date.
	Date established for payment of the dividend or other distribution.
	Form – cash or other property. If other property, include a description thereof, its cost and its fair market value together with an explanation of the independent basis for valuation.
	Schedule of the previous 12 months of dividend or other distribution activity. Include amounts and dates of all dividends or other distributions including any approved by the Department to be paid out of other than unassigned surplus pursuant to 40 P.S. § 459.8.
	Surplus, total capital and surplus, as of the 31 st of December next preceding.
	The net income for the 12 month period ending the 31 st of December next preceding.
	Statement showing compliance with 40 P.S. § 991.1405(d), 31 PA Code § 25.23 A statement describing the effect of the proposed dividend or other distribution upon the insurer's surplus. Demonstrate the reasonableness of surplus, following the transaction, in relation to the insurer's outstanding liabilities and the adequacy of surplus relative to the insurer's financial needs. If subject to Risk Based Capital reporting requirements, include an estimated RBC following payment of the dividend or other distribution.

Note, an extraordinary dividend requires prior approval. There is a \$200 filing fee for extraordinary dividends. A check, made payable to the Commonwealth of Pennsylvania, should be submitted with the filing.

Filings required under the criteria enumerated above must be filed within the stipulated timeframes and addressed to the **attention of the company's assigned Financial Analyst to:**

Financial Analysis Division
 Pennsylvania Insurance Department
 1345 Strawberry Square
 Harrisburg, PA 17120