



TO: FOREIGN REINSURERS

SUBJECT: **FILING INSTRUCTIONS TO ESTABLISH OR MAINTAIN STATUS AS QUALIFIED UNLICENSED REINSURER IN PENNSYLVANIA**
[31 Pa. Code § 161.3(2)]

FROM: COMPANY LICENSING DIVISION

This memorandum identifies the criteria your company must meet and the documents you must submit to establish or maintain qualified reinsurer status in the Commonwealth of Pennsylvania. These requirements are set forth in 31 PA Code Chapter 161, which are available on The Pennsylvania Code website at: [Requirements for Qualified Unlicensed Reinsurers](#).

PLEASE NOTE FILING FEES ARE DUE WITH THE FILINGS.

FILING REQUIREMENTS		
DOCUMENT	COPIES	DUE DATE
Annual Statement (Hard Copy)	1	March 1
QR-1 Form (Properly executed using the blank form linked at QR-1) Please note that the lawful agent designated in the QR-1 Form needs to be a corporate officer such as the Corporate Secretary; it cannot be simply the name of the Company.	1	March 1
CPA Audited Financial Report (Hard Copy)	1	June 1

FILING INFORMATION

- Filing Fees** - The annual filing fee is currently \$750. Please remit with your annual filing. Checks should be made payable to the “Commonwealth of Pennsylvania”.
- Extensions** - The insurance laws of Pennsylvania make no provision for granting filing date extensions for the documents listed above.

CRITERIA

In addition to the filing requirements outlined above, each reinsurer must maintain the following criteria to keep their qualified reinsurer status:

1. Be licensed to transact insurance or reinsurance in at least one accredited state or in the case of a United States branch of an alien assuming insurer, be entered through and licensed to transact insurance or reinsurance in at least one accredited state.
2. Maintain a surplus as regards policyholders in an amount that is not less than \$20 million.

SEND INQUIRIES, PAYMENTS AND FILINGS TO:

Qualified Unlicensed Reinsurers
Company Licensing Division
Pennsylvania Insurance Department
1345 Strawberry Square
Harrisburg, PA 17120

Phone: 717.787.2735

FAX: 717.787.8557

E-mail: ra-in-companylicense@pa.gov