



Dipåtamenton Kontribusiyan Adu'ána

DEPARTMENT OF

# REVENUE AND TAXATION

GOVERNMENT OF GUAM

Gubetnamenton Guáhan

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## NON-RESIDENT COMPANY SURPLUS LINES INSURANCE BROKER LICENSE CHECKLIST (NEW= submitted manually & RENEWAL= submitted via NIPR)

- Uniform Application for Business Insurance License/Registration.
- One Hundred Dollars (\$100.00) license fee with check payable to "Treasurer of Guam".
- Tax Clearance Application Form (Form I-9)-- from GRT only.
- Certificate of Good Standing issued by the Insurance Commissioner in the applicant's home state
- Proof of existence of a trust account for premiums received by broker's license
- Surety Bond (\$2,000.00)
- Agreement & Power of Attorney **or** Other Court Process **or** Service of Suite Clause
- 2% Assessment (Commercial & Industrial) Liability Premium\*\*\*for renewal only
- 5% Premium Tax (copy of BR20 Stamped paid)\*\*\*for renewal only

*Note: If applicant is a business entity, two separate applications must be submitted, one for the business entity and separate application for the designated/responsible licensed producer(s) ("DRLP").*

## NON-RESIDENT INDIVIDUAL OR (DRLP) SURPLUS LINES INSURANCE BROKER LICENSE CHECKLIST(NEW= manually submitted & RENEWAL= submitted via NIPR)

- Uniform Application for Individual Insurance License/Registration.
- One Hundred Dollars (\$100.00) license fee with check payable to "Treasurer of Guam".
- Police Clearance issued by the state of domicile of the applicant or equivalent report from the applicant's municipality of non-criminal record or history.
- Tax Clearance Application Form (Form I-9)-- from GRT only.
- Certificate of Good Standing issued by the Insurance Commissioner in the applicant's home state
- Copy of exam's result from the state of domicile for new applicant and copy of required Continuing Education (CE) certificate from state of domicile for renewal applicant.
- Surety Bond: \$2,000.00 per additional DRLP.

*Note: All documents are required for renewals on or before June 1st every year and must be submitted via NIPR. For new applicant all requirements must be submitted manually to Insurance and Banking Office. Incomplete submission of required documents may result to delay or non-issuance of license.*