



Dipåtamenton Kontribusion yan Adu'ána

DEPARTMENT OF

REVENUE AND TAXATION

GOVERNMENT OF GUAM

Gubetnamenton Guåhan

LOURDES A. LEON GUERRERO, Governor Maga'hága
JOSHUA F. TENORIO, Lt. Governor Sigundo Maga'láhi

DAFNE MANSAPIT-SHIMIZU, Director
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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
- Tax Clearance Application Form (Form I-9)
- Bonafide place of business (Company letterhead if acting as DRLP or address of business if applying as independent surplus lines broker
- Surety Bond: \$2,000.00 per additional DRLP.
- Proof of Trust Account if acting as DRLP **or** Reconciliation of Premium Trust Fund Account (PFTA) if applying as independent broker.
- Copy of an active Property and Casualty producer's license.
- Copy of audited financial statement of the company if acting as DRLP or Statement of Assets and Liabilities if applying as independent surplus lines broker.

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