



Dipåtamenton Kontribusion yan Adu'aña

DEPARTMENT OF

REVENUE AND TAXATION

GOVERNMENT OF GUAM

Gubetnamenton Guåhan

NON-RESIDENT INSURANCE BROKERAGE COMPANY LICENSE CHECKLIST

(NEW=submitted manually & RENEWAL=submitted via NIPR)

- ___ Uniform Application for Business Insurance License/Registration
- ___ One Hundred Dollars (\$100) fee with check payable to Treasurer of Guam (NEW) **OR** National Insurance Producer Registry (NIPR) proof of payment online (RENEWAL)
- ___ Certificate of Good Standing issued by the Insurance Commissioner in the applicant's home state
- ___ Proof of Errors and Omission Coverage for Brokers of Life Insurance
- ___ Tax Clearance (Form I-9) from GRT only
- ___ Proof of Trust Account for premiums received by broker's license

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") INSURANCE BROKER LICENSE CHECKLIST

(NEW=submitted manually & 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 (NEW) **OR** National Insurance Producer Registry (NIPR) proof of payment online (RENEWAL)
- ___ 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 (Form I-9) from GRT only
- ___ Certificate of Good Standing issued by the Insurance Commissioner in the applicant's home state
- ___ Copy of exam result from the state of domicile for new applicant and copy of required Continuing Education (CE) certificate from state of domicile for renewal applicant.
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Note: All documents are required for renewals on or before **June 1st** every year and must be submitted manually to Insurance and Banking Office. Incomplete submission of required documents may result in the delay or non-issuance of license.

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