



**NORTH CAROLINA DEPARTMENT OF INSURANCE
FINANCIAL EVALUATION DIVISION
COMPANY ADMISSIONS SECTION
Instructions – Risk Purchasing Groups**

Registration Requirements (Foreign RPGs):

An Applicant desiring to become registered in North Carolina as a Risk Purchasing Group (RPG) must complete and submit the following forms:

- Registration and Application Notice
- Appointment of Attorney
- Notice of RPG using Lloyds of London (if applicable)

Registration Requirements (Domestic RPGs):

An Applicant desiring to become a Risk Purchasing Group (RPG) domiciled in the State of North Carolina must submit the following forms and documents:

- Registration and Application Notice
- Power of Attorney for Service of Legal Process
- Certified copy of the applicant's Charter and Amendments
- Certified copy of the applicant's By-Laws and Amendments
- Plan of Operation
- List of the Members of the RPG
- Application for a Licensed Agent (non-admitted carrier)

In addition, a RPG domiciled in the State must specify the lines of liability insurance that the applicant intends to purchase and the name of the insurer from where the coverage is purchased. The insurer must be either an admitted insurance company in the State, a non-admitted company eligible to place surplus lines business in the State, or a Risk Retention Group registered in the State.

Annual Renewal Requirements

A RPG registered in North Carolina must submit the following forms in order to satisfy the North Carolina Department of Insurance's annual filing requirements.

- Annual Registration and Update Form
- Notice of RPG Using Lloyd's of London (if applicable)

Registration & Annual Filing Fee:

- An initial registration fee of \$500 must accompany the registration application before the (RPG) application can be processed. The registration fee is to be made payable to the North Carolina Department of Insurance and expected at the time of the initial registration.
- An annual renewal fee of \$100, made payable to the North Carolina Department of Insurance, is required to be submitted by a registered RPG at the time of its statutory renewal filing period. (January 1) Those RPG's which are delinquent in payment of the annual renewal fee and/or the payment of their North Carolina premium tax obligation will not have their registration renewed.

Department Contact & Address:

Please call Tom Smith at (919) 807-6655 or e-mail Tom.Smith@ncdoi.gov.

Registration and renewal filings are to be mailed at the following address.

**North Carolina Department of Insurance
Financial Evaluation Division
ATTN: Hca 'Ga jh
1201 Mail Service Center
Raleigh, NC 27699**

Company Admissions Officer:

Anne Morgan
anne.morgan@ncdoi.gov
(919) 807-6603