

## **Total and Partial Assumptions, Mergers, Name Changes, Redomestication, and Demutualization Form Filings Checklist**

Every effort has been made to ensure the accuracy of the information in this document. All parties should consult the Texas Insurance Code (TIC), the Texas Administrative Code (TAC), and other applicable laws.

### **Important Notes**

- This checklist is to be used for the following Company Licensing transactions: total and partial assumptions, mergers, name changes, redomestication, and demutualization.
- This checklist applies to Life, Accident, and Health Companies, and Property and Casualty Companies licensed to write accident and health coverage.
- An endorsement is not required if there is no in-force business; or a state-to-state redomestication not involving Texas and there are no material changes to the forms issued to Texas insureds.
- Prior to filing an endorsement with the Life and Health Lines Office, the total or partial assumption, merger, name change, redomestication, or demutualization must first be filed with Company Licensing and Registration, Financial Regulation Division.

### **Filing Requirements** - [28 TAC Chapter 3, Subchapter A](#)

Page \_\_\_\_\_ : If not indicated in the filing, clarify if the company filed with Company Licensing and Registration, Financial Regulation Division. If not, request the company withdraw and submit the form after filing with company licensing.

### **Form Requirements** - [TIC Chapter 1701](#) and [28 TAC Section 3.2\(9\)\(C\)](#)

Page \_\_\_\_\_ : The form shall contain the previously authorized company name, the newly authorized company name and the current home office address.

Page \_\_\_\_\_ : The form shall contain language referencing the endorsement is "made a part of" or "attached to" the policy/certificate.

Page \_\_\_\_\_ : The form must include the effective date, which may be bracketed.

**Note:** If bracketed, the Statement of Variability must provide that the effective date will be the date of domiciliary approval and/or the date of the Commissioner's Order (if any), or the date of notification from Company Licensing.

### **Additional Information** - [28 TAC Section 3.6\(d\)](#)

Page \_\_\_\_\_ : The filing information or cover letter should indicate whether the company intends to issue forms for new business. If so, forms must be filed as exact copies in accordance with [28 TAC Section 3.5\(b\)\(3\)](#).