

New & Renewal TPA License Application Checklist

Check	#	Required Filings
	1	NAIC Uniform Application (Through NIPR). NOTE: Any questions answered affirmatively must include documentation/explanation. EMAIL DOCS TO: CID.TPA@CT.GOV
	2	\$500 filing fee (must accompany the application) www.NIPR.Com
	3	All basic organizational documents (if applicable)
	3a	Articles of Incorporation
	3b	Articles of Association
	3c	Partnership Agreement
	3d	Trust Agreement
	3e	Shareholder Agreement
	3f	Trade Name Certificate
	4	Bylaws, rules, regulations or similar documents
	5	NAIC Biographical Affidavits. NOTE: Any questions answered affirmatively must include documentation/explanation
	6	Evidence of the required surety bond or audited annual financial statements for two most recent fiscal years
	7	Statement describing the business plan
	8	Applicant that administers or will administer <u>self-insurer government or church plans</u> must; maintain a surety bond for use by the Commissioner for the amounts prescribed in CGS 38a-720j(h)
	9	Certificate of Good Standing (domiciliary State)
	10	EMAIL <u>ALL</u> DOCUMENTS TO: CID.TPA@CT.GOV

**Any license submissions which lack complete documentation and current biographical affidavits will be rejected.

**Affidavits must be dated within the last 12 months.

**Questions can be sent to: CID.TPA@CT.GOV or Peter.Nakano@CT.GOV