

**STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS DEPARTMENT OF
BUSINESS REGULATION INSURANCE DIVISION
Reorganization/Demutualization**

The following items must be submitted to this Division in order to effectuate a company's reorganization/demutualization:

- A copy of the Reorganization Plan, approved and certified by the domestic state's Insurance Department/Division;
- A certified copy of the company's amended Articles of Incorporation and Bylaws, reflecting the change(s); and
- A completed Information Update Questionnaire (see <http://www.dbr.state.ri.us/documents/divisions/insurance/foreign/RIQuestionnaire.PDF>)

Upon receipt of the above material, we will process the change. All fees will be billed on a retaliatory basis upon completion of the amendment process.

NOTE: If, in conjunction with the demutualization or reorganization, the company's name will also be changed, the company should also refer to procedures to follow in regard to that name change (see

<http://www.dbr.state.ri.us/documents/divisions/insurance/foreign/NameChange.PDF>)

Policy forms and/or rates previously approved for a non-surviving company, may be filed for use in the surviving company, subject to the following instructions:

- **Life & Health Policy Forms and/or Rates:** See Filings of Previously Approved Policy Forms at <http://www.dbr.state.ri.us/documents/divisions/insurance/foreign/PolicyFormsPrevOKd-Life.PDF>. If additional information is needed on forms or rates, please contact the Life, Accident and Health Section of this Division, at (401) 462-9621.
- **Property & Casualty Policy Forms and/or Rates:** See Item E of Instructions for Property & Casualty Rate, Rule & Form Filings at http://www.dbr.state.ri.us/documents/divisions/insurance/property_casualty/P&C_Rate_Rule_and_Policy_Form_Filing_Requirements.pdf. If additional information is needed on forms or rates, please contact Paula Pallozzi, Chief of the Property & Casualty Section of this Division, at (401) 462-9616.

As to the relicensing of agents, R.I. adopted the single license procedure act which precludes the necessity to re-appoint the company's agents when a company's name changes.

For reorganization/demutualization-related questions that do not involve policy form filing or policy rate filing questions, companies should feel free to contact Matt DiMaio at (401) 462-9612 or by e-mail at mdimaio@dbr.state.ri.us; or by Fax at (401) 462-9559.