

INSTRUCTIONS

WHAT MUST ACCOMPANY THE CONFIDENTIAL REPORT OF PLACEMENT

(A) If the insurance coverage or risk is currently listed on the California Export List, this Report must be accompanied by a copy of the declarations page or certificate or binder. (B) If the insurance coverage or risk is not listed on the California Export List, this Report must be accompanied by the declarations page or certificate or binder, and a fully completed Diligent Search Report (SL-2) Form). (California Insurance Code Section 1763(a))

Note: A copy of the current California Export List may be obtained from the SLA by phone at (415) 434-4900, or by fax to (415) 434-3716.

WHEN TO FILE: This report must be filed by the surplus line broker within 60 days of placing the insurance with a nonadmitted insurer. (California Insurance Code Section 1763(a))

WHERE TO FILE: This Report must be submitted to The Surplus Line Association of California as designee for the California Insurance Commissioner. Mailing address is as follows: 12667 Alcosta Boulevard, Suite 450, San Ramon, CA 94583.

LOWER RATE FILINGS: This Report may not be used to file a risk placed with a nonadmitted insurer when such insurance is procured at a lower rate of premium or lower premium than the lowest rate or premium available from an admitted insurer. Please contact the Department of Insurance or The Surplus Line Association of California for information regarding the procedures applicable to such “lower rate” filings.

CODE CATEGORY – TYPE OF INSURANCE

- 1000 – Crime
- 2000 – Property
- 3000 – Fidelity/Bonds/Contract Insurance
- 4000 – Inland Marine
- 5000 – General Liability
- 6000 – Professional Liability/Cyber/Malpractice
- 7000 – Health/Accident
- 8000 – Automobile/Motorized Craft
- 9000 – Miscellaneous

Please refer to the [Coverage Code List](#) and [Export Code List](#) under Resources on the Learning Center for the full list of coverages and their respective codes.