



NEVADA DIVISION OF INSURANCE

STATE SPECIFIC REQUIREMENTS MOTOR CLUB APPLICATION CHECKLIST CERTIFICATE OF AUTHORITY NRS 696A

Date:
Name of Applicant:
NV ID:
FEIN:
Email Address:

The following checklist pertains to a MOTOR CLUB who wishes to operate in Nevada. The Nevada Division of Insurance ("Division") requires the following items in order to process your application. Failure to provide any of the items listed below will delay the review of your application. Please note, until all of the items listed below have been received and reviewed by the Division, you may not operate, solicit or otherwise transact insurance in Nevada. Upon completion of our review, you will receive written notice, along with a Certificate of Authority, allowing you to transact business in Nevada.

1. A letter or notice of anticipated operations in Nevada.
2. A completed NAIC Application form.
3. Name of state in which Motor Club is domiciled and date of charter.
4. The principal place of business of the Motor Club.
5. A prior approval of name of Motor Club in Nevada.
6. A surety bond in the amount of \$100,000 issued by an admitted insurer in Nevada with the authority to issue surety.
7. A list of names and addresses of Nevada licensed agents who will sell the product in NV.
8. The type of marketing methods used by agents or brokers.
9. Identify all states in which the motor club intends to do business.
10. The Articles of Incorporation, certified by the Secretary of State or Articles of Association, certified by the secretary of the company.
11. Approval of forms is required for the following: policy coverage forms, endorsements, application forms and declaration pages. Instructions for forms approval can be obtained at the Division's website www.doi.nv.gov at the Property and Casualty menu.
12. A letter from domiciliary state certifying that the Motor Club is properly registered.
13. Application fees (see NRS 696A,.140, NRS 680B.010, NRS 680C.110 Fees)

a) Application Fee	\$500	Annual Renewal	\$500
b) Initial Certificate	\$283		
c) Annual Statement Filing Fee	\$25	Annual Renewal	\$25
d) Service of Process	\$5		
e) Fund for Insurance Admin & Enforcement	\$1,300	Annual Renewal	\$1,300

NRS 696A.185 Annual filing requirements to continue doing business in Nevada. On or before March 1st of each year, a motor club shall submit to the Commissioner a written notice of its intention to continue doing business in Nevada, with applicable renewal fees. Invoices will be mailed in January.

Please refer any questions to Finances@doi.nv.gov.

Submit the above information via NAIC UCAA electronic filing. If you are unable to submit through the UCAA electronic portal, send the application via PDF documents through Finances@doi.nv.gov.

Send payment to the Nevada Division of Insurance via ACH or Check.

- ACH - MUST submit [ACH Deposit Form](#) at time of payment
- Check - Submit remittance advice with your check if paying an invoice; otherwise note “Application Fees” on the check