REORGANIZATION OR 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
- A certified copy of the company's amended Articles of Incorporation and Bylaws, reflecting the change(s)
- A completed company information form

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.

If, in conjunction with the demutualization or reorganization, the company’s name will also be changed, the company should also refer to foreign company name change filing requirements.

Previously approved policy forms should be re-filed for use by the company, subject to the following instructions:

- **Property & Casualty Policy Forms and/or Rates**: See Item F of Instructions for Property & Casualty Rate, Rule & Form Filings. If additional information is needed on forms or rates, please contact Paula Pallozzi, Associate Director of the Property & Casualty Section of this Division at (401) 462-9616.

As for the relicensing of agents, Rhode Island adopted the Single License Procedure Act which precludes the necessity to re-appoint the company’s agents when a company’s name changes.

Completed applications and related questions should be directed to:

Deb Almeida  
(401) 462-9542  
Debra.Almeida@dbr.ri.gov

Mailing Address:  
Rhode Island Insurance Division  
1511 Pontiac Avenue Bldg 69-2  
Cranston, RI 02920