



State of Rhode Island
DEPARTMENT OF BUSINESS REGULATION
1511 Pontiac Avenue, Bldg. 69-2
Cranston, Rhode Island 02920
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TDD: 711 www.dbr.ri.gov

Insurance Division

Surplus Lines Application Instructions and General Information

RHODE ISLAND RESIDENT APPLICANTS

- There is no exam required for this license type.
- You **must** hold an active Insurance Producer license with P&C lines of authority.
- Visit www.NIPR.com to complete an electronic application. The \$100 license fee will be collected by NIPR at the time of application.
- In accordance with [RI Gen. Laws 27-3-39](#), Rhode Island residents are required to obtain and furnish a Bond of Surplus Line Broker to the General Treasurer of the State of Rhode Island. Please click [here](#) for the bond form and submit the completed form to dbr.inslic@dbr.ri.gov.
- After your license is approved, if you would like to print your license, please click [here](#).

NON-RESIDENT APPLICANTS

- Visit www.NIPR.com to complete an electronic application. The \$100 license fee will be collected by NIPR at the time of application.
- **Residents of California:** You must comply with the RI bond requirement and obtain and furnish a Bond of Surplus Line Broker to the General Treasurer of the State of Rhode Island. Please click [here](#) for the bond form and submit the completed form to dbr.inslic@dbr.ri.gov.
- After your license is approved, if you would like to print your license, please click [here](#).

LICENSE AMENDMENTS

- Changes to contact information can be submitted electronically at www.NIPR.com.
- Name changes cannot be submitted electronically at NIPR. If you need to update your name, please click [here](#) for the form and instructions.

LICENSE RENEWALS / TAX CLEARANCE

- The Rhode Island Insurance Division works directly with the Division of Taxation to receive clearance for all Surplus Lines Broker License renewals; clearance is provided when all taxes have been filed in accordance with the RI Division of Taxation requirements.
- Please click [here](#) for a helpful guide to tax filings and payments.

REQUIRED ANNUAL REPORTS

- Please click [here](#) for important information about two reports that are required to be submitted by Surplus Lines Brokers every year.