

# SEPTEMBER NEWSLETTER

**Surplus Line**  
ASSOCIATION OF WASHINGTON

## Did you know...?

**Someone asked, so you don't have to! Here's a list of our top 3 questions last month:**

**Q:** I'm getting a maximum file size exceeded error when I upload my policy documents in SLIP.

**A:** If you're getting this error, you're likely trying to upload the entire policy. Here are the only documents we need:

- Policy Declarations, Certificate or Covernote Declarations, including:
  - Itemization of Premium, Policy Fee, Other Applicable Fees, State Tax and Stamping Fee
  - Washington Registry Stamp
- Supplemental Declarations Page (if any)
- Schedule of Policy Forms and Endorsements
- Service of Suit Endorsement

**Q:** If I became a member on March 1, do I still owe the \$100 Annual Membership Fee?

**A:** No, if your entity became a member after March 1, the membership fee for the current term has been paid as part of your original application process.

**Q:** I'd like to bind a policy with a carrier not listed on your website. How do I add a carrier to the Active Carrier List?

**A:** Ask the carrier to send us their financial documents:

- Statutory Statement including:
  - Page 20 State Page for Washington State
  - Actuarial Opinion
  - Domiciliary Certificate of Authority
- Management Discussion & Analysis
- Quarterly Updates
- IRIS Results
- Latest Triennial DOI Examination Results
- 10-K or 10-Q Report

## MORE QUESTIONS?

Our Membership and Compliance team is here to assist you!

 [info@surpluslines.org](mailto:info@surpluslines.org)

## SURPLUS LINE EXAM PREP CLASS

This comprehensive session is designed to help you feel confident and prepared for your Washington Surplus Line Broker Exam, and well beyond.

**Date:** November 6

**Location:** Washington Athletic Club

**Learn more, and sign-up here!**

## ANNUAL MEMBERSHIP FEES DUE!

A friendly reminder that membership fees for the 2025–2026 year are due this month. Payments can be made through **SLIP** or by sending a check to our office.

If you did not receive the membership fee email, please contact us so we can ensure your contact information is up to date.