

**PREMIUM FINANCE AGENCY APPLICATION**

DBO-1815 (Rev. 5-16)



DEPARTMENT OF BUSINESS OVERSIGHT USE ONLY

BEFORE THE DEPARTMENT  
OF BUSINESS OVERSIGHT  
STATE OF CALIFORNIA

Fee Paid \$ \_\_\_\_\_

Receipt No. \_\_\_\_\_

File No. \_\_\_\_\_

In the Matter of an Application for the )  
Organization and Establishment of )

(NAME OF INSTITUTION) )

to Engage in Business as a Premium Finance Agency )

Date: \_\_\_\_\_

This application will not be filed unless accompanied by the statutory fee of Four Hundred Dollars (\$400.00) (Financial Code section 18115).

**TO THE COMMISSIONER OF BUSINESS OVERSIGHT:**

Application is hereby made for the written consent of the Commissioner of Business Oversight (the "Commissioner") to the proposed organization of a corporation to engage in the insurance premium financing business as provided in California Financial Code, Division 7, Chapter 8 of the Industrial Loan Law at \_\_\_\_\_ in the city (or

(Proposed Street Location of Premium Finance Agency)

town) of \_\_\_\_\_ Zip Code \_\_\_\_\_,

County of \_\_\_\_\_, State of California, such premium finance agency

to be known as \_\_\_\_\_

(Proposed Name of Premium Finance Agency)

**APPLICANTS:** The name and business occupations of all organizers or incorporators who are forming this corporation are:

Name

Business or Occupation

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PREMIUM FINANCE AGENCY APPLICATION**

The applicant who is making this filing, and to whom all requests and correspondence is to be directed is:

Name \_\_\_\_\_

Business Address \_\_\_\_\_

Telephone Number \_\_\_\_\_

**GENERAL INSTRUCTIONS**

The following information shall be furnished as exhibits on separate sheets. The reference to each exhibit should be shown in the space provided on this form. Please file the original application and a second copy, including all attachments.

1. Corporate Form

- a. Exhibit 1. A certificate of reservation of the proposed name to be obtained from the California Secretary of State pursuant to Government Code section 12199.
- b. Exhibit 2. A draft of the proposed Articles of Incorporation (See Financial Code sections 18100, 18101, and 18581).
- c. Exhibit 3. A draft of the proposed bylaws.

2. Management

- a. Exhibit 4. A listing of all incorporators and all proposed officers, directors, shareholders and managing personnel. Arrange in the following order with appropriate titles and/or designations:

NAME	INCORPORATOR	OFFICER (Title)	DIRECTOR	SHARE - HOLDER	MANAGER

- b. Exhibits \_\_ to \_\_. Interagency Biographical and Financial Report for each person listed above.
- c. Exhibits \_\_ to \_\_. A stock purchase questionnaire (on Form DFI 1802) for each person, including corporate shareholder(s), listed in 2(a) above.
- d. Exhibits \_\_ to \_\_. An affidavit of each person listed in 2(a) above, who will be active in the management and supervision of the premium finance agency, to the effect that he/she has read and is familiar with the Industrial Loan Law and the Commissioner’s Rules relative to Insurance Premium Financing. (Refer to California Financial Code Section 18000 et seq. and California Code of Regulations, Title 10.)

**PREMIUM FINANCE AGENCY APPLICATION****3. Capitalization and Ownership**

- a. Exhibit \_\_\_\_. A schedule of the proposed capital structure of the applicant, including the amount of authorized capital and the number and par value of shares authorized. The schedule shall also include the number of shares to be sold initially, the sale price per share, and the total amount per share to be credited to paid-in surplus (if any). (Refer to Financial Code section 18582.)
- b. Exhibit \_\_\_\_. If the applicant is to be owned in whole or in part by any corporation, partnership, or other business form, identify all affiliates, their ownership, location and nature of business. Also identify all officers and directors of these companies who are to be officers or directors of the applicant. An organizational chart of all subsidiaries and affiliates should also be filed.
- c. Exhibit \_\_\_\_. A list giving the names of the prospective stockholders and the number of shares to be purchased by each.

**4. Business Plan**

- a. Exhibit \_\_\_\_. A detailed narrative statement of the applicant's proposed plan of business which should set forth both the business in which the applicant proposes to engage at the outset and its plan for the future, including information relating to any plans the applicant may have for the establishment of the branch offices. Full particulars should be given so that the Commissioner will be fully informed as to just what the applicant is to do and how it proposes to do it.
- b. Exhibit \_\_\_\_. A statement as to whether or not there also shall be conducted on the premises any other business. If so, furnish full and complete details. (Refer to Financial Code section 18344.)
- c. Exhibit \_\_\_\_. An estimate of the number and amount of premium financing loans expected to be made in each of the first twelve months of operations.
- d. Exhibit \_\_\_\_. A statement as to how the applicant proposes to handle the insured's down payment and how it will meet the requirements of Financial Code sections 18592 and 18593.
- e. Exhibit \_\_\_\_. A statement describing applicant's plans for issuing investment certificates. (Refer to Financial Code sections 18560 and 18596.)

**5. Public Convenience and Advantage**

[Refer to Financial Code sections 18116(b), 18116(c), and 18117(a)]

- a. Exhibit \_\_\_\_. A statement defining the boundaries of the community to be served, or the specific group or groups of the public or insurance producers to be served. This commentary must include a description of how the applicant's business will be solicited – whether by mail, director contact, through insurance agents or brokers, or through insurance companies. Also state how and why the new applicant's services are needed in the community, and how the applicant's clients will benefit.
- b. Exhibits \_\_ to \_\_. Furnish relevant facts, statistics, or studies which applicant has used to arrive at its conclusion that the convenience and advantage of the public will be promoted by the establishment of the proposed insurance premium finance agency.

**PREMIUM FINANCE AGENCY APPLICATION**

6. Customer Authorization of Disclosure

- a. Exhibit \_\_. Customer Authorization of Disclosure of Financial Records. Complete attached Form DFI 1821 (3/02) in accordance with the instructions given on attached Form DFI 1820 (3/02).

All materials submitted in connection with the application will be considered public information, unless confidential treatment is requested pursuant to section 250.10, title 10, California Code of Regulations, and the confidential treatment is confirmed in writing by this Department.

Applicants are aware of Labor Code section 3700, which requires every employer to be insured against liability for workman’s compensation.

Applicants understand that supplemental information submitted by them orally may not be considered a part of the application, unless it is confirmed in writing and incorporated into the application by reference.

Applicants understand that the Commissioner shall not approve the application, unless he/she shall ascertain to his/her satisfaction that all the requirements of Financial Code section 18117 have been met.

Each of the undersigned applicants certifies that he/she has read this application, including all documents incorporated therein by reference, that he/she knows the contents thereof, and that the statements therein are true and correct.

WHEREFORE, your applicants pray the application will be filed and that the Commissioner of Business Oversight give his/her written consent to the proposed insurance premium finance agency as set forth herein.

By \_\_\_\_\_  
(Applicant)

Executed on \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_, California.

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Signature of Declarant: \_\_\_\_\_

*(Note: This is a sample format of an application under Financial Code Section 18115 for approval of an application for authority to engage in insurance premium finance business. This sample is provided only as an illustration of the format of an application. Refer to the requirements of Financial Code Sections 18115, et seq.)*

### DBO's Privacy Notice on Collection

**DBO Collects and Uses Personal Information:** The DBO collects the information requested on this form as authorized by Chapter 1 of Title 10 of the California Code of Regulations. The DBO uses this information to process an application for the organization of a corporation to engage in the insurance premium financing business pursuant to Division 7 of the Financial Code. Use of the personal information DBO collects is subject to limitations contained in the Information Practices Act of 1977 and other applicable state and federal laws.

**Providing Personal Information Is Mandatory:** When providing information or documents, please do not include unrequested personal information such as a Social Security number, driver's license number, or financial information.

**DBO May Disclose Your Personal Information:** We may share your personal information with other federal and state financial institution regulators, or any law enforcement agency. Your personal information may also be disclosed:

- In response to a Public Records Act request, as allowed by the Information Practices Act.
- To another governmental agency as required by state or federal law.
- In response to a court order or administrative order, a subpoena or a search warrant.

**Your Access to Your Personal Information:** You may review the records maintained by DBO that contain your personal information. To request access, contact: DBO Privacy Officer, 1515 K Street, Sacramento, CA 95814.