

Annexure “1’**IRDA-FIC-1**

**The Chairman
Insurance Regulatory and Development Authority
3rd Floor, Parisrama Bhavan,
Basheer Bagh
Hyderabad 500 004**

Sir,

Re: Application for opening of a liaison office in India by an insurance company outside India

S. No.	Particulars	Details
A	General Information	
1	Full Name of the Insurance Company	
2	Place and Date of Incorporation	
3	Address of Head Office	
4	Brief description of the activities of the applicant.	
B	Ownership & Management	
1	List of names and addresses of directors and their qualifications and principal business	
i)	Name & Address	
ii)	Qualifications	
iii)	Principal Business	
2	Details of shareholders holding 10 per cent or more of voting stock and their principal business	
3	Name of Chief Executive Officer	
4	Name & Designation of senior official at Head Quarters who will be responsible for the company's operations in India.	
C	Structure	
1	Organizational chart showing subsidiaries and associated companies	
2	Countries in which the company and its subsidiaries operate	
3	No. of liaison offices	
D	Financial Position	
1	State whether the applicant is a proprietary concern or partnership firm or limited company or public sector undertaking or any other organization	
2	Details of capital:	

	i) Paid-up capital: _____ divided into _____ shares of _____ each ii) Free Reserves as per last audited Balance Sheet	
3	Highlights of financial position of the company based on last three years financial statements	
4	Solvency Margin Ratio	
5	Credit Ratings by international credit rating agencies	
E	Supervisory Arrangements	
1	Details of supervisory arrangements to which the company is subject in its country or origin	
2	Home country regulations on entry of foreign insurance companies	
F	Details of existing relationship with India	
1	Details of existing relationship with Indian insurance companies.	
G	Details of proposed Liaison office	
1	Location	
2	Purpose of opening the office in India, the benefits to the different sectors in the Indian community and activities proposed to be undertaken.	
H	Documents to be enclosed	
1	Copies of Memorandum and Articles of Association	
2	Last 3 years financial statements	
3	Certificate from the supervisory authority that the applicant is duly authorized as an insurer, is of good standing and is permitted to open a Liaison/ Office in India.	

We hereby declare that:

- i) The particulars given above are true and correct to the best of our knowledge and belief;
- ii) We shall confine our activities in India to the fields indicated in column G 2 above;
- iii) We will abide by the terms and conditions that may be stipulated by Insurance Regulatory and Development Authority, if approval is given.

Place: (Signature of Authorised Official of the Applicant Company)

Name:

Date: **Designation:**