



CCRC CHARTER AMENDMENT CHECKLIST
NAME CHANGE

- ___ 1. Name Application (no fee required)
- ___ 2. Revised Disclosure Statement reflecting the new name
- ___ 3. Application for Certificate of Authority (CCRC Forms 1 & 2)
- ___ 4. Amended Articles of Incorporation **certified** by the Secretary of State
- ___ 5. Amendments must be received for the following:
 - (a) Escrow Accounts and/or
 - (b) Reserve Loan Accounts

THESE GUIDELINES ARE GENERAL IN NATURE AND DO NOT SUPERCEDE STATUTE OR REGULATION. THEY ARE NOT INTENDED TO BE ALL INCLUSIVE AND ADDITIONAL DOCUMENTATION MAY BE REQUESTED.

INCOMPLETE APPLICATIONS IMPEDE TIMELY REVIEW BY THE DEPARTMENT; THEREFORE, IT IS EXTREMELY IMPORTANT THAT APPLICATIONS ARE COMPLETE. SUBMIT A COMPLETE FILING TO THE TEXAS DEPARTMENT OF INSURANCE, COMPANY LICENSING & REGISTRATION OFFICE, MC 103-CL, P. O. BOX 149104, AUSTIN, TX 78714-9104. FOR QUESTIONS OR MORE INFORMATION, CALL (512) 676-6375.