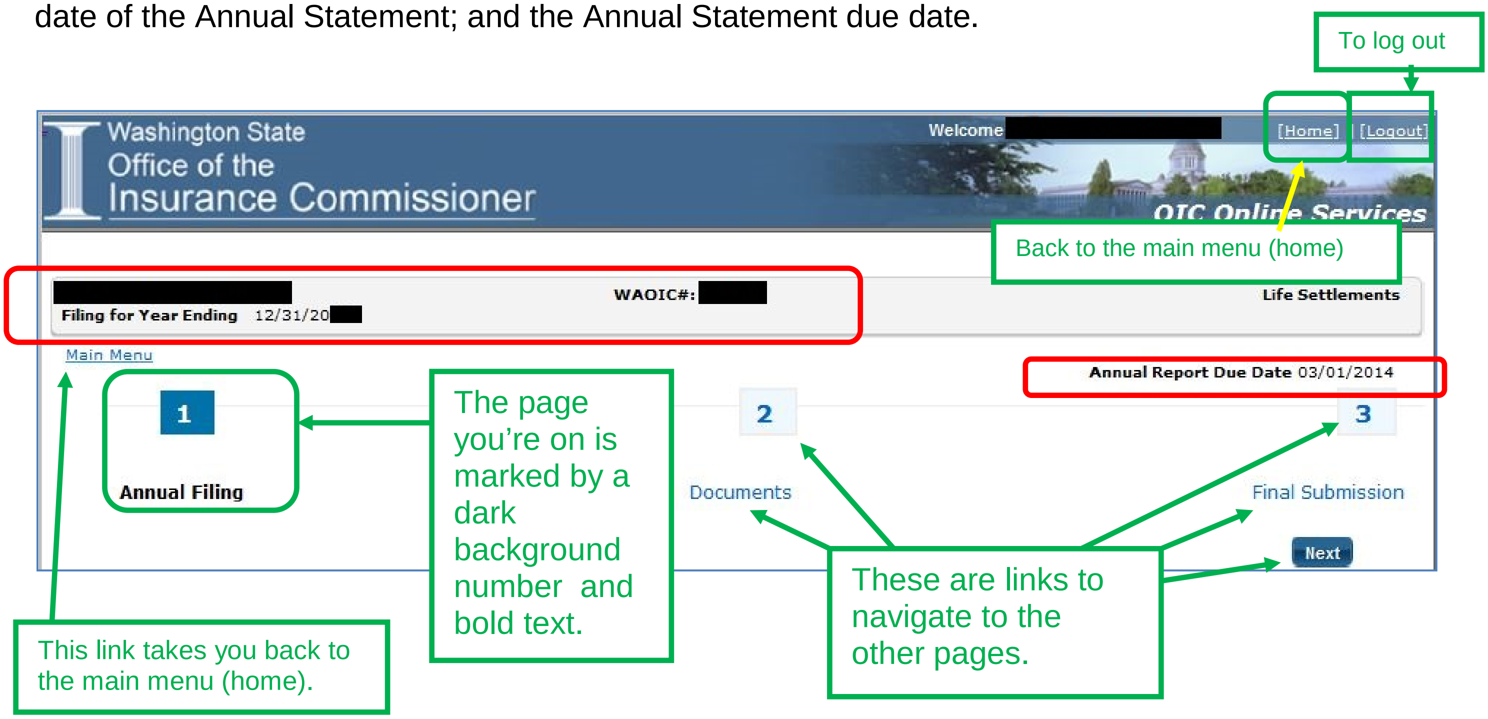
How to fill out the OIC Life Settlement Provider Annual Statement

This training material will help guide you through the steps to make your Life Settlement Provider Annual Statement filing with the OIC. The Annual Statement is an on-line form where you fill in the information and upload attachments.

**We created this training material on a test site. The actual site may look different.**

The beige banner near the top shows:
Your company name; WAOIC number;
date of the Annual Statement; and the Annual Statement due date.




At the bottom of the page, notice the *Save* button.


You can save your work and return later to continue. In addition, the system times out after a period of inactivity. This would cause you to lose any unsaved work.

You can print your Annual Statement to a PDF file using the *Print* button. Please note that it will only print what you have saved. So generally, you'll want to save before you print.

The *Validate Filing* button will check to ensure that every required item has a response. If you haven't been to pages 2 or 3 yet, you will get validation errors for things you haven't seen yet. We recommend clicking the *Validate Filing* button when you believe that you've responded to every item and attached all the required documents.

# How to fill out the OIC Life Settlement Provider Annual Statement

Here's what the Annual Statement looks like:

**General Interrogatories**

1. Has there been any change in the Provider's name, organizational structure or status, Plan of Operation, Articles of Incorporation, By-Laws, Partnership Agreement, officers, stockholders, partners, directors, members, designated employees, or location of the Provider's books and records during 2013?

- ○ Yes
- ○ No

2. Has there been any change in the Provider's officers, directors, investors holding a ten percent or greater interest, partners, members of a limited liability company, and members (if an association)?

- ○ Yes
- ○ No

3. Does the Provider continue to meet all requirements for initial licensure and authority to act as a LSP?

- ○ Yes
- ○ No

4. Has the Provider or any officer, partner, director, or member of the Provider been judged guilty of fraudulent or dishonest practices, subject to a final administrative action, or otherwise shown to be untrustworthy or incompetent to act as a licensee?

- ○ Yes
- ○ No

5. Has the Provider or any officer, partner, director, or member of the Provider been convicted of a felony, or of any misdemeanor of which criminal fraud is an element; or pleaded guilty or nolo contendere with respect to any felony or any misdemeanor of which criminal fraud or moral turpitude is an element, regardless of whether a judgment of conviction has been entered by the court?

- ○ Yes
- ○ No

6. Has the Provider directly or indirectly assigned, transferred, or pledged a settled Washington policy to a person other than a LSP licensed in this state, a purchaser, an accredited investor or qualified institutional buyer as defined, respectively, in regulation D, rule 501 or rule 144A of the federal securities act of 1933, as amended, a financing entity, a special purpose entity, or a related provider trust [anyone not authorized by RCW 48.102.031(2)(i)]?

- ○ Yes
- ○ No

7. Did any Washington policy transactions involve a broker? (Select No if Not Applicable)

- ○ Yes
- ○ No

8. Were there any changes to the Providers antifraud plan during 2013?

- ○ Yes
- ○ No

9. Has the Provider been examined by any state department of insurance or other regulatory body during the prior five years?

- ○ Yes
- ○ No

10. Have all contract and disclosure forms been filed with and approved by the OIC prior to their use in Washington State?

- ○ Yes
- ○ No

11. Did the Provider purchase any Washington policies during 2013?

- ○ Yes
- ○ No

12. Did the Provider receive payment for any Washington policies during 2013?

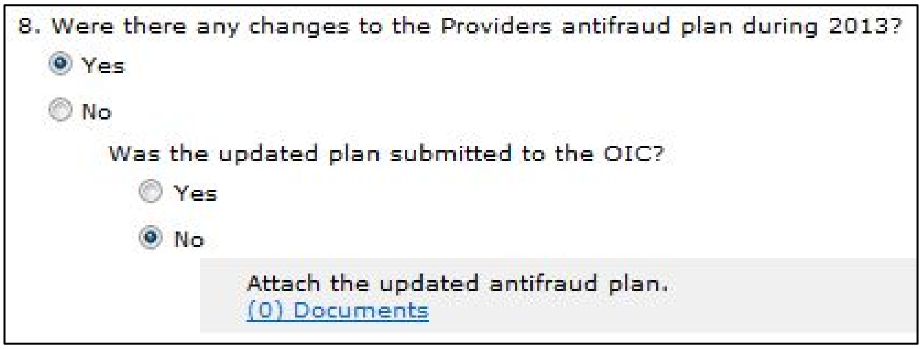
- ○ Yes
- ○ No

13. Is the service of process form current?

- ○ Yes
- ○ No

**Flexible Format**

Certain responses may ask for more information, or documents. For example, if there was a change in your anti-fraud plan and the changed plan hasn't already been submitted to our office, the anti-fraud plan becomes a required document that must be filed with this Annual Statement.


8. Were there any changes to the Providers antifraud plan during 2013?

Yes

No

Was the updated plan submitted to the OIC?

Yes

No

Attach the updated antifraud plan.
(0) Documents

When a response requires you to attach a document, you may either do it on this page or on page 2. In this example, you could click the *(0) Documents* link.

Whichever way you choose, please see our instructions for attaching supplements.

**Transferring Policies**

Provide information about any assigned, transferred, or pledged Washington policy.


Add Policy Information

| Settlement Number | Name of Person, Custodian, Investor, Investor group, or other entity | |
|---|---|---|
| 70 | Ricky Ricardo Investments, Limited, a qualified institutional buyer | Delete |

If you have more than one policy to enter, click the *Add Policy Information* link. Each time you click the link, it will add an additional line.


Add Policy Information

| Settlement Number | Name of Person, Custodian, Investor, Investor group, or other entity | |
|---|---|---|
| 70 | Ricky Ricardo Investments, Limited, a qualified institutional buyer | Delete |

Click the *Delete* link to remove an unneeded row.


Add Policy Information

| Settlement Number | Name of Person, Custodian, Investor, Investor group, or other entity | |
|---|---|---|
| 70 | Ricky Ricardo Investments, Limited, a qualified institutional buyer | Delete |
| 71 | Desi Arnez, Jr., an accredited investor | Delete |
| | | Delete |

That concludes the question-and-answer portion of the Annual Statement. Now would be a good time to click the *Save* button to save your work.


**Next up: Attaching (uploading) your supplements (Page 2). We provide those instructions in a separate document.**