



Republic of the Philippines  
Department of Finance  
**INSURANCE COMMISSION**  
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**Circular Letter No. 3-2001 A**

**To : All Insurance Companies/Reinsurance Brokers Licensed  
To Do Business in the Philippines**

**Subject : Documents Required of Insurance Companies/Reinsurance  
Brokers to Accompany Requests for the Certifications to be  
issued by the Insurance Commission relative to Foreign  
Exchange Applications for Remittance of Net Profits,  
Reinsurance Premia and Payment of Loss Claims.**

Item III of Circular Letter No. 3-2001 is hereby amended to read as follows:

*III - Payment of Claims for Losses -*

*1. As reinsurer:*

- a) *Copy of the notice of demand or statement of account*
- b) *Particulars of the treaty/facultative placement*
- c) *Copy of the marine hull/cargo policy and survey report in case of marine loss claims*

*2. As direct writer for dollar denominated policies:*

- a) *Copy of notice of claim of assured*
- b) *Final report of licensed adjuster duly notarized*
- c) *True copy of insurance policy*



**EDUARDO T. MALINIS**  
Insurance Commissioner

October 30, 2001