



VOLUNTARY DISSOLUTION OF A DELAWARE DOMESTIC COMPANY

The following is the procedure for dissolving a Delaware domestic company:

1. Company must notify the Department in writing of its intent to dissolve, including the reason for dissolution, and provide copies of:
 - Consent of Shareholders
 - Approval of Board of Directors
2. Department will have a Dissolution Report on Examination performed for a final accounting of the Company's assets and liabilities, and to determine if there are any outstanding fees due the Department (i.e., premium taxes, examination fees).
3. Following issuance of the Dissolution Report on Examination, the Company may apply to the Office of the Delaware Secretary of State, Division of Corporations, to file a Certificate of Dissolution.
4. Provide Department with a certified copy of the Certificate of Dissolution.
5. Provide information required on [UCAA Form 16a](#) ([UCAA Form 16b](#) for RRG's) – Statements of Voluntary Dissolution – Summary of License Status in Non-Domicile States.
6. If policies are in force, submit documentation for approval by the Department regarding transfer or assumption of existing business, or summary of company's plan to run-off any existing business.
7. Return original Delaware Certificate of Authority presently issued to the Company. If the original cannot be located, an Affidavit of Lost Certificate of Authority ([UCAA Form 15](#)) must be completed and notarized.
8. Company may request release of securities on deposit. Before securities on deposit can be released, Delaware law, [18 Del.C. §1512\(b\)](#) requires advertising for four (4) weeks prior to release and reimbursement of publication fees. If there are no objections to release of securities on deposit, and if the Department has determined that all liabilities have been settled, the bank will be authorized to close the account and wire all funds per wiring instructions provided by the company.

If you have any questions, please contact (302)674-7330 or BERG@delaware.gov.