



**UTAH INSURANCE DEPARTMENT  
TITLE INSURANCE AGENCY  
ANNUAL REPORT CHECKLIST**

**Report is due each year by midnight April 30<sup>th</sup>  
Reports must be filed electronically ~ Paper filings will not be accepted.  
Filing email address is: [market.uid@utah.gov](mailto:market.uid@utah.gov)**

\_\_\_ **Transmittal Document**

\_\_\_ **Annual Report of Controlled Business Transactions**

\_\_\_ **Annual Report, Financial Condition, Transactions and Affairs**

- Balance Sheet, and
- Income Statement, and
  - \_\_\_ Title Separated
  - \_\_\_ Escrow Separated
- Expense Statement, or
  - \_\_\_ Title Separated
  - \_\_\_ Escrow Separated
- Profit & Loss Statement
  - \_\_\_ Title Separated
  - \_\_\_ Escrow Separated

\_\_\_ **Trust/Escrow Account information; Name and address of each financial institution where a trust or escrow account is maintained. (A copy of the most recent bank statement will satisfy this requirement).**

\_\_\_ **Fidelity Bond or Professional Liability Insurance Policy or Other Equivalent Approved by the Commissioner (Declarations Page Only).**

Note: R592-11-4(5). A Title Insurance Producer Annual Report will be considered protected data if the producer submitting the report requests classification as a protected record in accordance with Sections 63G-2-305 and 63G-2-309. (*emphasis added*)