

# ATTENTION

# CERTIFIED COMPANIES

- Renewal/Filing information and updated forms are posted online at <https://fiscal.treasury.gov/surety-bonds/downloads.html>.
- Annual filings are due March 1, 2025.
- Quarterly filings are due May 15, 2025 (Q1), August 15, 2025 (Q2), November 15, 2025 (Q3).
- Annual renewal fee of \$8,800 is due on February 15, 2025. Payments must be made online at <https://fiscal.treasury.gov/surety-bonds> then select "PAY ONLINE". Checks are not accepted.
- Signatures and Notarizations:
  - Annual Statement/Jurat Page: Must be signed and sworn to by the company's President and Secretary. If signed by someone other than the President and Secretary, must be in accordance with state requirements and provide the state provision in support. The form must be notarized.
  - Schedule of Excess Risks: Must be signed and sworn to by the company's President and Secretary or can be signed by another appointee of the company, however a corporate resolution or sufficient documentation must be provided. The form must be notarized.
  - Wet or electronic signatures and notary seals are acceptable. Electronic signatures must be in accordance with the Surety Bond's electronic signature guidance which can be found on our website at the link above.
- Provide a complete, consolidated filing along with a copy of the checklist of items submitted. Email all documentation to [surety.bonds@fiscal.treasury.gov](mailto:surety.bonds@fiscal.treasury.gov).
- Fiscal Service's response to comments received from the Notice of Proposed Rulemaking (NPRM), Fiscal-2021-006, Surety Companies Doing Business with the United States, will be published in the Federal Register along with the final rule.
- Please ensure that the information in this package is distributed to the various individuals within your company who are responsible for filing information with this Department. However, we are requesting consolidated filings.