

# Checklist for Foreign National cases

This checklist is provided as a helpful tool to aid in the preparation of the application packet for foreign national cases. It is not intended to replace the [Guidelines for Sales to Foreign Nationals](#) and the Foreign National Guidelines should always be followed if there is an inconsistency with this document. Please be aware that underwriters may request additional documentation based on the facts and circumstances of the proposed insured's individual case.

ALL FOREIGN NATIONALS MUST MEET THE FOLLOWING REQUIREMENTS REGARDLESS OF RESIDENCE CATEGORY:		
REQUIREMENT	ACCEPTABLE EVIDENCE	NOTES
<u>Cover Letter</u> written in English and describing how the applicant meets all of the necessary requirements.	Cover Letter	
<u>Owner</u> must be an individual or U.S. entity	N/A	No foreign entity ownership permitted including foreign trusts and foreign business entities. U.S. trust or U.S. business ownership is permitted.
<u>U.S. Street Address</u> must be listed on application	N/A	All post-issue communication will be mailed to a street address of record, not a P.O. box, within the U.S., which is not the address of the agent or an affiliate of the agent.
Current and valid <u>Green Card or Visa</u>	<ol style="list-style-type: none"> <li>1) Copy of green card or visa.</li> <li>2) If the visa has expired, EAD or Form I-797A will be accepted in certain circumstances (see notes at right). Provide copies of both the original visa and the EAD or Form I-797A if criteria is met.</li> <li>3) If no visa is available because the applicant's home country participates in the visa waiver program, please note this in the cover letter.</li> </ol>	<ol style="list-style-type: none"> <li>1) If the green card has been applied for, but not yet received, the applicant will be processed as category 2 or 3.</li> <li>2) Acceptable visa types include E1, E2, E3, EB5, H1B, H1C, H4, K1, K2, K3, K4, L1, L2, O1, O3, P1, P2, P3, P4, TN, TD, V1/V2 and temporary green card (valid for less than 10 years from date of issuance);</li> <li>3) Visa types F1, F2, J1, J2, M1 and M2 can be considered if they have been living in the U.S. full-time (10 or more months/year) for 3 years or longer, provided they meet requirements on their own to justify the face amount based on earned income protection needs or estate conservation needs. Social Security or ITIN (Individual Tax ID) Number is required.</li> <li>4) All other Visa types are reviewed on an individual consideration basis.</li> <li>5) EAD: An Employment Authorization Document (EAD) on its own is not an acceptable visa type and must be accompanied by a copy of an acceptable visa as indicated above. Note: If the acceptable visa type is expired (or is within 6 months of expiring), we will accept the EAD card and proceed with underwriting if the EAD has at least 6 months of remaining validity.</li> <li>6) I-797A extension with at least 6 months remaining will be considered as a valid visa for the acceptable visa types listed above.</li> </ol>
<u>U.S. Bank Account</u>	Copy of bank statement showing the policy owner or payor as account holder.	Initial and ongoing premium payments must be made from a U.S. bank account in the name of the owner or payor, if different, listed on the application.
<u>Completed Certification Regarding Taxes and Laws</u>	Certification Regarding Taxes and Laws (AGLC103958)	

IN ADDITION, THE INDIVIDUAL MUST MEET THE FOLLOWING REQUIREMENTS BASED ON THEIR RESIDENCE CATEGORY:

REQUIREMENT	ACCEPTABLE EVIDENCE	NOTES
<b>Category One – Permanent Resident/Green Card Holder</b>		
<u>Foreign Travel</u> less than 6 months per year	Copies of relevant Passport pages including ID page or appropriate documentation such as front and back of Global Entry Card	U.S. citizens and permanent residents/Green Card holders with extended travel (greater than 6 months) will be underwritten as a Category 3, Non-Resident Alien living outside the U.S., based on the destination country code.
<b>Category Two – Non-Resident Aliens, Living in the U.S. Full-Time on a Valid Visa</b>		
<u>Acceptable Country</u> - Is the individual from an acceptable country?	N/A	See the Country Code list on page 4 of the Foreign National Underwriting Guidelines.
<u>Face Amount</u> - Is the face amount applied for within the coverage limits (additional coverage may be available through facultative reinsurance)?	N/A	<u>Country Code A &amp; B</u> – Term-\$3,500,000; Perm-\$10,000,000; <u>Country Code C</u> – Term-\$3,500,000; Perm-\$3,500,000; <u>Country Code D</u> – Term-\$2,000,000; Perm-\$2,000,000
<u>Juvenile Coverage</u> - Is the proposed insured a juvenile from an A or B country?	N/A	Juvenile Coverage is not available for C and D countries.
<u>Full-Time Resident</u> - The individual must have lived in the U.S. 10 or more months over the past year.	Copies of relevant Passport pages including ID page or appropriate documentation such as front and back of Global Entry Card	
<u>Form W-9 or W-8BEN</u>	Completed IRS form W-9 or W-8BEN	Valid Social Security number or ITIN (Individual Taxpayer Identification Number) must be provided. Foreign identification numbers will not be accepted. Refer the proposed insured to the IRS instructions for these forms to determine which one to file.
<b>Category Two and applying for <u>Best Class</u> must meet the following additional requirements:</b>		
Must be from an A or B country	N/A	See the Country Code list on page 4 of the Foreign National Underwriting Guidelines.
Has been residing in the U.S. full-time (>10 months/year) for at least three years continuously prior to requesting coverage	Copies of relevant Passport pages including ID page or appropriate documentation such as front and back of Global Entry Card	
Proposed insured intends to reside in the U.S. permanently	Statement from proposed insured.	
Either the applicant or his/her spouse must meet one of the following: 1) Owns real estate in the U.S.; 2) Owns a business in the U.S.; 3) Married to a U.S. Citizen; or 4) Long Term U.S. Employment of at least 3 years.	1) <u>Real Estate</u> - a deed in the individual's name, HUD-1 Form from closing documents and property tax bill; 2) <u>U.S. Business</u> - Formation documents for entity such as Articles of Incorporation, 2 most recent years income statements and balance sheets audited or reviewed by CPA, 2 most recent years business tax returns; 3) <u>Married to U.S. Citizen</u> - Copy of Marriage License and Spouse's Social Security Card; or 4) <u>Long Term U.S. Employment</u> - Letter from Employer verifying dates of employment and 2 most recent pay stubs.	

REQUIREMENT	ACCEPTABLE EVIDENCE	NOTES
<b>Category Three – Non-Resident Aliens living outside the U.S.</b>		
<u>Acceptable Country</u> - Is the individual from an acceptable country?	N/A	See the Country Code list on page 4 of the Foreign National Underwriting Guidelines.
<u>Age</u> - The individual must be between the age of 18 and 70.	N/A	Juvenile coverage is not permitted.
<u>Health</u> - The individual should be Table 4 or with a maximum flat extra of \$5/\$1,000.	N/A	
<u>Occupation</u> Occupation must be technical, professional, business owner or executive in nature.	N/A	Unacceptable occupations include missionaries; judges, politicians, politically exposed persons, union leaders or foreign government officials; journalists; military, police or security personnel; professional athletes or other high profile occupations; or pilots (no aviation activity)
<u>Riders</u> Waiver of Premium Rider is available for Country Code A only; No other riders are available.	N/A	
<u>Minimum Face Amount</u> \$1,000,000 minimum face (except Max Accumulator has a minimum face amount of \$500,000 if the illustrated premium is greater than or equal to 90% of the policy's Seven-Pay premium.)	N/A	See the Foreign National Guidelines for more details.
<u>Maximum Face Amount</u> Is the face amount applied for within the coverage limits (additional coverage may be available through facultative reinsurance for permanent insurance applications and for term applications for Country Code A)?	N/A	<u>Country Code A</u> - Term-\$3,500,000 (minimum 20 year level term period); Permanent-\$10,000,000; <u>Country Code B</u> - Term-N/A; Permanent-\$10,000,000; <u>Country Code C</u> - Term-N/A; Permanent \$3,500,000 Term-N/A; Permanent-\$10,000,000; <u>Country Code D</u> - Term-N/A; Permanent-\$2,000,000
<u>Form W-9 or W-8BEN</u>	Completed IRS form W-9 or W-8BEN	Valid Social Security number or ITIN (Individual Taxpayer Identification Number) must be provided. Foreign identification numbers will not be accepted. Refer the proposed insured to the IRS instructions for these forms to determine which one to file.
<u>Visits to the U.S.</u> Has the individual visited the U.S. for at least 15 days a year over the 24 month period immediately prior to application?	Copies of relevant Passport pages including ID page or appropriate documentation such as front and back of Global Entry Card	
<u>Existing Financial Presence in U.S.</u> An existing financial presence in the U.S. including a U.S. bank account in the client's name opened at least six months prior to application.	1) Copy of 2 most recent bank statement showing the policy owner or payor as account holder; and 2) Letter from Bank summarizing accounts and when they were opened.	

REQUIREMENT	ACCEPTABLE EVIDENCE	NOTES
<p><u>Verifiable U.S. Assets to Help Justify Coverage</u> – 25% of the assets or income required to justify the amount of coverage must have been held in U.S. assets in the client’s name for a minimum of six months prior to the application date.</p>	<ol style="list-style-type: none"> <li>1) <u>Bank/Investment Accounts</u> - Provide letter from bank showing summary of accounts and date opened and 2 most recent bank statements;</li> <li>2) <u>Real Estate</u> - Provide deed, HUD 1 from closing documents and most recent property tax statement;</li> <li>3) <u>U.S. Business</u> - Formation documents such as Articles of Incorporation, 2 most recent years income statements and balance sheets reviewed or audited by CPA and two most recent years business tax returns.</li> </ol>	<p>For example, if an individual has a salary in China of \$100,000, he is eligible for 10x salary for income replacement or \$1,000,000. 25% of the \$100,000 or \$25,000 must be held in U.S. assets. <u>Real Estate</u> - If real estate is a significant portion of the assets, a recent mortgage statement may be required. <u>U.S. Business</u> - Does not include Trusts.</p>
<p><u>Substantial Contacts</u> - The proposed insured must meet one of the following:</p> <ol style="list-style-type: none"> <li>1) Own real estate in the U.S.;</li> <li>2) Own a business in the U.S. (excluding trusts);</li> <li>3) Work for a U.S. Company;</li> <li>4) Have a verifiable U.S. tax liability;</li> <li>5) Have an immediate family relation (parent, sibling, spouse or children) residing in the U.S.</li> </ol>	<ol style="list-style-type: none"> <li>1) <u>Real Estate</u> - See above.</li> <li>2) <u>U.S. Business</u> - See above;</li> <li>3) <u>Work for U.S. Company</u> - letter from employer dated within the last 90 days and (income verification or 2 most recent pay stubs);</li> <li>4) <u>Verifiable U.S. Tax Liability</u> - Copy of Federal and/or State tax returns;</li> <li>5) <u>Immediate Family Residing in U.S.</u> - Statement from proposed insured is sufficient if they meet the asset test.</li> </ol>	<p>If the owner or payor of the policy differs from the insured, the owner or payor must also satisfy full substantial contacts.</p>
<p><u>Spouses</u> – Spouses of Non-Resident Aliens living outside the U.S. (Category 3) are eligible for coverage if he/she meets all the following requirements:</p> <ol style="list-style-type: none"> <li>1) He/She or his/her spouse must meet the substantial contacts requirement;</li> <li>2) Must be in the U.S. for a purpose other than buying insurance;</li> <li>3) Must have a pattern of regular travel to the U.S.;</li> <li>4) Application must be submitted at the same time as or after the approval of the spouse with substantial contacts; and</li> <li>5) Both spouses must have policies through AGL.</li> </ol>	<ol style="list-style-type: none"> <li>1) <u>Substantial Contacts</u> - See above;</li> <li>2) <u>Must be in U.S. for a purpose other than buying insurance</u> - provide statement from proposed insured stating why they are in the U.S.;</li> <li>3) <u>Pattern of Regular Travel to U.S.</u> - Copies of relevant passport pages including ID page or appropriate documentation such as copy of front and back of Global Entry Card;</li> <li>4) N/A;</li> <li>5) N/A</li> </ol>	



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