



Application

MISCELLANEOUS PROFESSIONAL LIABILITY APPLICATION

IF A POLICY IS ISSUED, IT WILL BE ON A CLAIMS MADE BASIS.

NOTICE: THE POLICY PROVIDES THAT THE LIMITS OF LIABILITY AVAILABLE TO PAY JUDGMENTS OR SETTLEMENTS SHALL BE REDUCED BY DEFENCE EXPENSES, AND THAT DEFENCE EXPENSES SHALL BE APPLIED AGAINST THE DEDUCTIBLE AMOUNT.

1. Name of **Applicant**: _____

Address: _____

Website _____

E-Mail address: _____

2. Limits of Liability desired:

\$ _____ each Claim or Related Claims

\$ _____ aggregate for all Claims

3. Deductible desired: \$2,500 \$5,000 \$10,000 \$25,000 Other: _____

4. **Applicant** is: Individual Partnership Corporation
 Non-profit Privately Held Publicly Traded

5. Year established: _____. If less than two years, please attach resumes of all principals.

6. Please describe in detail the professional services for which coverage is desired:

7. Is the **Applicant** engaged in any business or profession other than as described in Question 6? Yes No

If "Yes," please attach an explanation and estimated revenues.

8. Please indicate the total annual gross revenues derived from the services described in Question 6 for the past three years and the projected revenues for the current year:

YEAR	REVENUE
a) Current (Projected)	\$ _____
Current (Actual)	\$ _____
b) _____	\$ _____
c) _____	\$ _____



9. For the revenue listed in Question 8a, please indicate the approximate percentage derived from each of the services listed in Question 6:

SERVICE	PERCENTAGE OF REVENUE
_____	_____%
_____	_____%
_____	_____%
_____	_____%
_____	_____%

10. Is the **Applicant** controlled or owned by or associated or affiliated with, or does it own, any other firm or business enterprise? Yes No

If "Yes," please attach an explanation and indicate if any services described in Question 6 are provided to such firm or business enterprise.

11. During the past three years, has the **Applicant's** name been changed, or has the **Applicant** purchased, merged or consolidated with any other business or has the **Applicant** been purchased? Yes No

If "Yes," please attach an explanation.

12. Are any changes in the nature or size of the **Applicant's** business anticipated over the next 24 months? Yes No

If "Yes," please attach an explanation. Changes in size of less than 25% need not be explained.

13. Please indicate the number of:

a) Principals, partners, officers and professional employees directly engaged in providing services to clients:

b) All other (non-professional/clerical) employees:

14. Please list professional associations to which the **Applicant** belongs:

15. Please provide the following:

NAMES OF ALL PARTNERS, PRINCIPALS, AND KEY EMPLOYEES	PROFESSIONAL QUALIFICATIONS/DESIGNATIONS	# OF YEARS IN PRACTICE	# OF YEARS WITH APPLICANT
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

16. Has the **Applicant** provided services to any governmental entities? Yes No

If "Yes," please attach an explanation.

17. Has the **Applicant** provided services to any employee benefit plans, including any pension plans, or does it plan to do so? Yes No

If "Yes," please attach an explanation.

18. Has the **Applicant** provided services to any bank or other financial institution, or does it plan to do so?
 Yes No
 If "Yes," please attach an explanation.

19. Please indicate the **Applicant's** five largest jobs/projects during the past three years, showing client's name, services provided and gross revenues for each:

CLIENT	SERVICE	REVENUE
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

20. Does any director, officer, employee or partner of the **Applicant** serve on the board of directors of any client of the **Applicant**? Yes No
 If "Yes," please attach an explanation.

21. Does the **Applicant** use a written contract with clients? In all cases Sometimes Never
 Please attach sample copies of all types.

22. Does the **Applicant** subcontract work to others? Yes No
 If "Yes," please attach an explanation.

23. Does the **Applicant** have a written procedural manual for employees to follow? Yes No

24. Does the **Applicant** have a formalized training program for newly hired employees? Yes No

25. Does the **Applicant** have promotional literature? Yes No
 If "Yes," please attach sample copies of all types.

26. Has any errors and omissions or professional liability insurance ever been declined or canceled? Yes No
 If "Yes," please attach an explanation.

27. Is any errors and omissions or professional liability insurance currently in force? Yes No
 If "Yes," please indicate:

Name of Insurer: _____
 Expiration Date: _____ Limit: _____
 Deductible: _____ Premium: _____
 Length of time coverage been continuously in force: _____

28. Does any director, officer, employee or partner of the **Applicant** have knowledge or information of any act, error or omission which might reasonably be expected to give rise to a claim? Yes No
 If "Yes," please attach an explanation.

29. Has the **Applicant** or any director, officer, employee or partner of the **Applicant** ever been the subject of disciplinary action as a result of professional activities? Yes No
 If "Yes," please attach an explanation.



31. Please attach a list and status of all errors and omissions claims made during the past three years against the **Applicant** or any director, officer, employee or partner of the **Applicant**.
If none, please check here: None
32. The basic policy for which you have applied will not cover acts committed before the inception date of the policy. If you desire a quote for these prior acts, please enter the date from which you want prior acts covered: _____. (Note that coverage does not apply to known or expected claims or those which any insured could have foreseen.)

FOR THE PURPOSES OF THIS APPLICATION, THE UNDERSIGNED AUTHORIZED AGENT OF ALL PERSON(S) AND ENTITY(IES) PROPOSED FOR THIS INSURANCE DECLARES THAT, TO THE BEST OF HIS/HER KNOWLEDGE AND BELIEF, AFTER REASONABLE INQUIRY, THE STATEMENTS IN THIS APPLICATION, AND IN ANY ATTACHMENTS, ARE TRUE AND COMPLETE. THE COMPANY IS AUTHORIZED TO MAKE ANY INQUIRY IN CONNECTION WITH THIS APPLICATION. ACCEPTING THIS APPLICATION DOES NOT BIND THE COMPANY TO ISSUE A POLICY.

THE INFORMATION CONTAINED IN AND SUBMITTED WITH THIS APPLICATION IS ON FILE WITH THE COMPANY AND IS CONSIDERED PHYSICALLY ATTACHED TO THIS APPLICATION. THIS APPLICATION AND SUCH INFORMATION WILL BECOME PART OF, AND BE CONSIDERED PHYSICALLY ATTACHED TO, ANY POLICY ISSUED AS A RESULT OF THIS APPLICATION. IF, AS A RESULT OF THIS APPLICATION, A POLICY IS ISSUED, THE COMPANY WILL HAVE RELIED UPON THIS APPLICATION AND ON SUCH ATTACHMENTS.

IF THE STATEMENTS IN THIS APPLICATION OR IN ANY ATTACHMENT CHANGE MATERIALLY BEFORE THE EFFECTIVE DATE OF ANY PROPOSED POLICY, THE APPLICANT MUST NOTIFY THE COMPANY, AND THE COMPANY MAY MODIFY OR WITHDRAW ANY QUOTATION.

THE UNDERSIGNED DECLARES THAT THE PERSON(S) AND ENTITY(IES) PROPOSED FOR THIS INSURANCE UNDERSTAND THAT:

- (A) THE POLICY FOR WHICH APPLICATION IS MADE WILL APPLY ONLY TO CLAIMS FIRST MADE OR DEEMED MADE DURING THE PERIOD IN WHICH THE POLICY IS IN EFFECT; AND**
- (B) THE LIMITS OF LIABILITY CONTAINED IN THE POLICY WILL BE REDUCED, AND MAY BE COMPLETELY EXHAUSTED, BY THE PAYMENT OF DEFENCE EXPENSES AND, IN SUCH EVENT, THE COMPANY WILL NOT BE RESPONSIBLE FOR THE CONTINUED DEFENCE OF ANY CLAIM OR BE LIABLE FOR THE DEFENCE EXPENSES OR FOR THE AMOUNT OF ANY JUDGMENT OR SETTLEMENT TO THE EXTENT THAT ANY OF THE FOREGOING EXCEED ANY APPLICABLE LIMIT OF LIABILITY; AND**
- (C) DEFENCE EXPENSES WILL BE APPLIED AGAINST ANY APPLICABLE DEDUCTIBLE.**

APPLICANT		
BY (<i>Principal, Partner, or Shareholder</i>)	TITLE	DATE

NOTE: This Application is signed by the undersigned authorized agent of the **Applicant on behalf of the **Applicant** and all of its partners, owners, shareholders, officers, and employees.**