

TWIN CITY FIRE INSURANCE COMPANY

Name of Insurance Company to which Application is made

ACCOUNTANTS PROFESSIONAL LIABILITY APPLICATION

This is an application for a CLAIMS-MADE AND REPORTED Policy

If a policy is issued this application will attach to and become part of the policy, therefore, it is important that all questions are answered accurately. If additional space is required, please provide complete details on Applicant's letterhead.

-	Principal Address:				
(City: Co	ounty:	State:	Zip Code:	
١	Website Address:	Email Address:		Contact Name:	
	Does the Applicant or any of its owners, f "Yes", please complete the <u>Separate En</u>			separate entity name? Yes	
. [Does the Applicant have any other office	e locations?		🖵 Yes	
ı	f "Yes", please provide complete address	s(es) on a separate sheet.			
l. /	Applicant is a: Sole Proprietor Independent Con	□ Partnership □ Intractor □ Other:	•		
. I	Date Applicant established:/(Month/Da	y/Year)			
. 1	s the Applicant engaged in the full-time	practice of accountancy?		□ Voo	
	Quring the post five (E) years, has the p				
I	During the past five (5) years, has the nacquisition, merger, consolidation or any f "Yes", please provide complete details. Does the Applicant anticipate any mater f "Yes", please provide complete details.	ame or ownership of the Apply other change?on a separate sheet.	icant changed or has	there been an 🖵 Yes	
. [acquisition, merger, consolidation or any f "Yes", please provide complete details Does the Applicant anticipate any mater	ame or ownership of the Appl y other change?on a separate sheet. rial changes to the firm or its p on a separate sheet.	icant changed or has	there been an Yes	
; i. [acquisition, merger, consolidation or any frequency of "Yes", please provide complete details console the Applicant anticipate any mater frequency of the please provide complete details of "Yes", please provide complete details	ame or ownership of the Appl y other change?on a separate sheet. rial changes to the firm or its p on a separate sheet.	icant changed or has	there been an Yes	
; i. [acquisition, merger, consolidation or any few Yes", please provide complete details of Does the Applicant anticipate any mater few Yes", please provide complete details of Complete the following for each principal	ame or ownership of the Apply other change?	practice within the new	there been an Yes to twelve (12) months? Yes to if necessary): Professional Membership	- i
3. [acquisition, merger, consolidation or any frequency of the Applicant anticipate any mater frequency of the Applicant anticipate any materials and the Applicant and the	ame or ownership of the Apply other change?	practice within the new	there been an Yes to twelve (12) months? Yes to if necessary): Professional Membership	- i
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33. [] 1]	Complete the following for each principal Name (1) (2) (3) A. Indicate the number of staff associal Staff: Include Individuals only once	ame or ownership of the Apply other change?	oractice within the new	there been an Yes tt twelve (12) months? Yes tif necessary): Professional Membership or Association	
3. [Complete the following for each principal Name (1) (2) (3) A. Indicate the number of staff associal Staff: Include Individuals only once Owners, Officers, Partners	ame or ownership of the Apply other change?	oractice within the new	there been an Yes tt twelve (12) months? Yes tif necessary): Professional Membership or Association	

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If "Yes", please provide complete details on a separate sheet.

11. a. Indicate gross annual revenue for the Applicant. (If Applicant is newly established, please provide best estimate) **Current Fiscal Year (Estimated) Last Fiscal Year Second Last Fiscal Year** / Ending: Ending: Ending: \$ \$ Indicate total number of clients for the last fiscal year: If "Yes", please complete the following: Name of Client Industry **Description of Services Provided** % of Income AREA OF PRACTICE 13. Based on the Applicant's gross revenue for the last fiscal year, indicate the percentage of revenue derived from the following areas of practice. The total must equal 100%. (If newly established, please provide best estimate). Engagement Engagement **Area of Practice Area of Practice** % Letters Used? Letters Used? Audit: Publicly Held (1) ☐ Yes ☐ No Information Technology (4) ☐ Yes ☐ No Audit: Non-Public (2) ☐ Yes ☐ No **Business Valuations** ☐ Yes ☐ No Taxation: Individual ☐ Yes ☐ No Forecasts & Projections ☐ Yes ☐ No ☐ Yes ☐ No ☐ Yes ☐ No Taxation: Business Litigation Consulting ☐ Yes ☐ No Taxation: Estate ☐ Yes ☐ No Management Advisory Services (5) Bookkeeping ☐ Yes ☐ No Executor/Trustee Services ☐ Yes ☐ No ERISA/Pension Plans Compilations ☐ Yes ☐ No ☐ Yes ☐ No Review ☐ Yes ☐ No Securities Activities (1) ☐ Yes ☐ No Personal Financial Planning & ☐ Yes ☐ No Other Services (5) ☐ Yes ☐ No Investment Advisory Services (3) TOTAL: 100% (3) Complete the Financial Planning/Investment Advisory Services Supplement. (1) Complete the Securities Supplement. (2) Complete the Non-Public Audit Supplement. (4) Complete the Information Technology Supplement. (5) Provide complete description of services on a separate sheet. 14. During the past five (5) years, has the Applicant or any predecessor firm: a. Provided services to any publicly held client? Provided professional accounting services, or consented to the use of the Applicant's work product in connection with the issue of public or private offerings or the registration or sale of securities, real estate If "Yes" to any part of Question 14 above, please complete the Securities Supplement. 15. During the past (5) years, has the Applicant: Received commissions, fees, reciprocity or revenue for referrals, sale or promotion of investments or tax ■ No shelters? b. Organized, arranged, procured or evaluated investments, real estate or tax shelters or prepared projections for use in these areas? ☐ No Participated in the management of any investment partnership, limited partnership, tax shelter or other investment venture? ☐ No ■ No Made recommendations as to the sale or purchase of any investments, including specific stocks, bonds or other securities for which the firm received compensation? □ No If "Yes" to any part of Question 15, please provide complete details on a separate sheet.

16.	During the past five (5) years, has the Applicant or any of its professional staff exercised any discretionary control over a client's funds, other than as a trustee? If "Yes", please complete the Client Funds Supplement (Non-Trustee).		Yes	No
17.	During the past five (5) years, has the Applicant provided audit, attest or review services for a client that subsequently declared or filed bankruptcy, defaulted on a debt obligation or became insolvent?		Yes	No
18.	During the past five (5) years, has the Applicant or any of its professional staff provided professional accounting services to or served as a fiduciary, committee member, officer, director, partner, employee, principal shareholder or member of any Financial Institution? If "Yes", please complete the Financial Institutions Supplement.		Yes	No
19.	During the past five (5) years, has the Applicant or any of its professional staff served as a trustee, administrator, or executor?		Yes	No
20.	Does any of the Applicant's professional staff maintain a professional license other than for accountancy? If "Yes", please indicate name of individual, type of license, description of services provided, name of separate professional liability carrier and limits of liability, if applicable.		Yes	No
	INTERNAL CONTROLS AND PROCEDURES			
21.	Does the Applicant have written internal quality control procedures in place?		Yes	No
22.	Does the Applicant have a formalized training program in place for all new professionals?		Yes	No
23.	During the past two (2) years, indicate the percentage of professional staff: a. Who have completed continuing professional education (CPE) courses: b. Who participated in a formal loss control program/seminar:			 % %
24.	Does the Applicant have procedures in place that include the regular use of a conflict of interest avoidance system when accepting new clients? If "Yes", indicate the method used: Client Lists Dother (describe):	!	Yes	No
25.	During the past five (5) years, has the Applicant provided professional accounting services to any client in which any of the Applicant's professional staff (including their spouse) owed an equity interest or served as a director, owner, officer, partner or employee of such client?	-	Yes	No
26.	Does the Applicant require the use of engagement letters including fee arrangements on all new matters undertaken? If "No," please explain how misunderstandings about the scope and cost of services are prevented.		Yes	No
27.	Are declination or non-engagement letters issued on all matters declined by the Applicant?		Yes	No
28.	Does the Applicant require the completion of a second person or partner review for any services provided? If "Yes," check all that apply: All Services Attest Services Tax Services Other:		Yes	No
29.	Within the past three (3) years, has the Applicant undergone a peer or quality review?		Yes	No
	If "Yes", indicate: a. ☐ Unqualified/Unmodified ☐ Qualified/Modified*			
	b. Date of Issue: *If the results of the review were qualified/modified, please attach a copy of the peer review report, letter of comments and the Applicant's letter of response.			
30.	During the past five (5) years, has the Applicant or any predecessor firm sued (including small claims court) to collect fees? If "Yes", please provide complete details including the name of client, services rendered, dates of services, fee amounts, date of suit, current status and whether an engagement letter was used.		Yes	No

INSURANCE COVERAGE HISTORY

31. List the professional liability insurance coverage carried by the Applicant and any predecessor firm(s) during the past five (5) years, including any periods without coverage. If no past coverage, indicate NONE.

32.		_//	/_	_/						
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32.	_		/_	_/						
32.	_	_//_	/_	_/						
·	If "Y	'es", please in	dicate: pi	rior acts lii	contain a prior acts limitat mitation/retroactive date: _ e endorsement.		troactive date or provide ful // or ☐ full printh/day/year)	I prior acts? or acts coverage.	. 🛘 Yes	□ No
33.	spe	cifically to the	Applicar	nt?			lusions or coverage limitation copy of the endorsement(s).		□ Yes	□ No
34.	insu with	rance or simi drawal from t	lar insura he marke	ance decli	ned, cancelled or non-ren	ewed	ssional staff ever had profes for any other reason other	than a carrier's	🛭 Yes	□ No
35.	Has	the Applican es", please pr	t or any բ ovide co i	oredecess mplete det	or firm(s) ever purchased ails on a separate sheet.	an ex	ktended reporting period en	dorsement?	🗖 Yes	□ No
					CLAIM/INCIDE	NT II	NFORMATION			
36.	any	predecessor	firm or a	ny of the A	Applicant's current or form	er pro	r suit ever been made agair ofessional staff? opplemental Claim Form for e		🛭 Yes	□ No
37.	circ App	umstance tha licant's currer	t could re	esult in a coner profes	claim or suit against the Apsional staff?	oplica	negligent act, error or omis nt or any predecessor firm o pplemental Claim Form for e	or any of the	□ Yes	□ No
38.	or s nati eve	uspended; or onal or state a r been the cha	been the accountinarged, in	e subject on g society, dicted, ple	of a complaint or disciplina , any state or federal regu	ry ac	rofessional staff ever had the tion by any state board of a or any other governmental lony charge?	ccountancy, any agency or court;	or	□ No
					COVERAG	E SE	ELECTION			
39.	Lim	its of Liability	requeste	d (each c	laim/annual aggregate):					
		\$100,000/\$1	00,000		\$500,000/\$500,000		\$1,000,000/\$2,000,000			
		\$100,000/\$3	00,000		\$500,000/\$1,000,000		\$2,000,000/\$2,000,000			
		\$250,000/\$2	50,000		\$1,000,000/\$1,000,000		\$2,000,000/\$4,000,000			
		\$250,000/\$5	00,000		\$1,000,000/\$2,000,000		\$Other:			
	_	luctible Amou	nt reques	sted (each	n claim):					
40.	Dec	idelible Allied	10-0	(,					
40.	Dec	\$1,000		\$2,500	\$5,000		\$10,000 🗖 \$15,000	\$20,00	0	

For Utah Applicants Only:

ANY MATTER IN DISPUTE BETWEEN YOU AND THE COMPANY MAY BE SUBJECT TO ARBITRATION AS AN ALTERNATIVE TO COURT ACTION PURSUANT TO THE RULES OF (THE AMERICAN ARBITRATION ASSOCIATION OR OTHER RECOGNIZED ARBITRATOR), A COPY OF WHICH IS AVAILABLE ON REQUEST FROM THE COMPANY. ANY DECISION REACHED BY ARBITRATION SHALL BE BINDING UPON BOTH YOU AND THE COMPANY. THE ARBITRATION AWARD MAY INCLUDE ATTORNEY'S FEES IF ALLOWED BY STATE LAW AND MAY BE ENTERED AS A JUDGEMENT IN ANY COURT OF PROPER JURISDICTION.

FRAUD WARNING STATEMENTS

ARKANSAS APPLICANTS: ANY PERSON WHO KNOWINGLY PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR KNOWINGLY PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO FINES AND CONFINEMENT IN PRISON.

COLORADO APPLICANTS: IT IS UNLAWFUL TO KNOWINGLY PROVIDE FALSE, INCOMPLETE, OR MISLEADING FACTS OR INFORMATION TO AN INSURANCE COMPANY FOR THE PURPOSE OF DEFRAUDING OR ATTEMPTING TO DEFRAUD THE COMPANY. PENALTIES MAY INCLUDE IMPRISONMENT, FINES, DENIAL OF INSURANCE, AND CIVIL DAMAGES. ANY INSURANCE COMPANY OR AGENT OF AN INSURANCE COMPANY WHO KNOWINGLY PROVIDES FALSE, INCOMPLETE, OR MISLEADING FACTS OR INFORMATION TO A POLICY HOLDER OR CLAIMANT FOR THE PURPOSE OF DEFRAUDING OR ATTEMPTING TO DEFRAUD THE POLICY HOLDER OR CLAIMANT WITH REGARD TO A SETTLEMENT OR AWARD PAYABLE FROM INSURANCE PROCEEDS SHALL BE REPORTED TO THE COLORADO DIVISION OF INSURANCE WITHIN THE DEPARTMENT OF REGULATORY AGENCIES.

DISTRICT OF COLUMBIA APPLICANTS: IT IS A CRIME TO PROVIDE FALSE OR MISLEADING INFORMATION TO AN INSURER FOR THE PURPOSE OF DEFRAUDING THE INSURER OR ANY OTHER PERSON. PENALTIES INCLUDE IMPRISONMENT AND/OR FINES. IN ADDITION, AN INSURER MAY DENY INSURANCE BENEFITS IF FALSE INFORMATION MATERIALLY RELATED TO A CLAIM WAS PROVIDED BY THE APPLICANT."

FLORIDA APPLICANTS: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO INJURE, DEFRAUD OR DECEIVE ANY INSURER FILES A STATEMENT OF CLAIM OR AN APPLICATION CONTAINING ANY FALSE, INCOMPLETE, OR MISLEADING INFORMATION IS GUILTY OF A FELONY OF THE THIRD DEGREE.

HAWAII APPLICANTS: FOR YOUR PROTECTION, HAWAII LAW REQUIRES YOU TO BE INFORMED THAT PRESENTING A FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT IS A CRIME PUNISHABLE BY FINES OR IMPRISONMENT, OR BOTH.

KENTUCKY APPLICANTS: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE CONTAINING ANY MATERIALLY FALSE INFORMATION OR CONCEALS FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME.

LOUISIANA APPLICANTS: ANY PERSON WHO KNOWINGLY PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR KNOWINGLY PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO FINES AND CONFINEMENT IN PRISON.

MAINE APPLICANTS: IT IS A CRIME TO KNOWINGLY PROVIDE FALSE, INCOMPLETE OR MISLEADING INFORMATION TO AN INSURANCE COMPANY FOR THE PURPOSE OF DEFRAUDING THE COMPANY. PENALTIES MAY INCLUDE IMPRISONMENT, FINES OR A DENIAL OF INSURANCE BENEFITS.

MARYLAND APPLICANTS: ANY PERSON WHO KNOWINGLY AND WILLFULLY PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR WHO KNOWINGLY AND WILLFULLY PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO FINES AND CONFINEMENT IN PRISON.

NEW JERSEY APPLICANTS: ANY PERSON WHO INCLUDES ANY FALSE OR MISLEADING INFORMATION ON AN APPLICATION FOR AN INSURANCE POLICY IS SUBJECT TO CRIMINAL AND CIVIL PENALTIES.

NEW MEXICO APPLICANTS: ANY PERSON WHO KNOWINGLY PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR KNOWINGLY PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO CIVIL FINES AND CRIMINAL PENALTIES.

NEW YORK APPLICANTS: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE OR STATEMENT OF CLAIM CONTAINING ANY MATERIALLY FALSE INFORMATION, OR CONCEALS FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO, COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME, AND SHALL ALSO BE SUBJECT TO A CIVIL PENALTY NOT TO EXCEED FIVE THOUSAND DOLLARS AND THE STATED VALUE OF THE CLAIM FOR EACH SUCH VIOLATION."

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OHIO APPLICANTS: ANY PERSON WHO, WITH INTENT TO DEFRAUD OR KNOWING THAT HE IS FACILITATING A FRAUD AGAINST AN INSURER, SUBMITS AN APPLICATION OR FILES A CLAIM CONTAINING A FALSE OR DECEPTIVE STATEMENT IS GUILTY OF INSURANCE FRAUD.

OKLAHOMA APPLICANTS: WARNING: ANY PERSON WHO KNOWINGLY, AND WITH INTENT TO INJURE, DEFRAUD OR DECEIVE ANY INSURER, MAKES ANY CLAIM FOR THE PROCEEDS OF AN INSURANCE POLICY CONTAINING ANY FALSE, INCOMPLETE OR MISLEADING INFORMATION IS GUILTY OF A FELONY.

OREGON APPLICANTS: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD OR SOLICIT ANOTHER TO DEFRAUD AN INSURER: (1) BY SUBMITTING AN APPLICATION OR; (2) FILING A CLAIM CONTAINING A FALSE STATEMENT AS TO ANY MATERIAL FACT MAY BE VIOLATING STATE LAW.

PENNSYLVANIA APPLICANTS: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE OR STATEMENT OF CLAIM CONTAINING ANY MATERIALLY FALSE INFORMATION OR CONCEALS FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME AND SUBJECTS SUCH PERSON TO CRIMINAL AND CIVIL PENALTIES.

PUERTO RICO APPLICANTS: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD AN INSURANCE COMPANY PRESENTS FALSE INFORMATION IN AN INSURANCE APPLICATION, OR PRESENTS, HELPS, OR CAUSES THE PRESENTATION OF A FRAUDULENT CLAIM FOR THE PAYMENT OF A LOSS OR ANY OTHER BENEFIT, OR PRESENTS MORE THAN ONE CLAIM FOR THE SAME DAMAGE OR LOSS, SHALL INCUR A FELONY AND, UPON CONVICTION, SHALL BE SANCTIONED FOR EACH VIOLATION WITH THE PENALTY OF A FINE OF NOT LESS THAN FIVE THOUSAND (5,000) DOLLARS AND NOT MORE THAN TEN THOUSAND (10,000) DOLLARS, OR A FIXED TERM OF IMPRISONMENT FOR THREE (3) YEARS, OR BOTH PENALTIES. IF AGGRAVATED CIRCUMSTANCES PREVAIL, THE FIXED ESTABLISHED IMPRISONMENT MAY BE INCREASED TO A MAXIMUM OF FIVE (5) YEARS; IF EXTENUATING CIRCUMSTANCES PREVAIL, IT MAY BE REDUCED TO A MINIMUM OF TWO (2) YEARS.

RHODE ISLAND APPLICANTS: "ANY PERSON WHO KNOWINGLY PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR KNOWINGLY PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO FINES AND CONFINEMENT IN PRISON."

TENNESSEE APPLICANTS: IT IS A CRIME TO KNOWINGLY PROVIDE FALSE, INCOMPLETE OR MISLEADING INFORMATION TO AN INSURANCE COMPANY FOR THE PURPOSE OF DEFRAUDING THE COMPANY. PENALTIES INCLUDE IMPRISONMENT, FINES AND DENIAL OF INSURANCE BENEFITS.

VIRGINIA APPLICANTS: IT IS A CRIME TO KNOWINGLY PROVIDE FALSE, INCOMPLETE OR MISLEADING INFORMATION TO AN INSURANCE COMPANY FOR THE PURPOSE OF DEFRAUDING THE COMPANY. PENALTIES INCLUDE IMPRISONMENT, FINES AND DENIAL OF INSURANCE BENEFITS.

VERMONT APPLICANTS: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON, FILES AN APPLICATION FOR INSURANCE, OR A STATEMENT OF CLAIM CONTAINING ANY FALSE INFORMATION, OR CONCEALS FOR THE PURPOSE OF MISLEADING INFORMATION CONCERNING ANY FACT MATERIAL THERETO, COMMITS A FRAUDULENT INSURANCE ACT, WHICH MAY BE A CRIME IN CERTAIN JURISDICTIONS.

WASHINGTON APPLICANTS: IT IS A CRIME TO KNOWINGLY PROVIDE FALSE, INCOMPLETE, OR MISLEADING INFORMATION TO AN INSURANCE COMPANY FOR THE PURPOSE OF DEFRAUDING THE COMPANY. PENALTIES INCLUDE IMPRISONMENT, FINES, AND DENIAL OF INSURANCE BENEFITS."

WEST VIRGINIA APPLICANTS: ANY PERSON WHO KNOWINGLY PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR KNOWINGLY PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO FINES AND CONFINEMENT IN PRISON.

SIGNING THIS FORM DOES NOT BIND THE APPLICANT OR THE COMPANY TO COMPLETE THE INSURANCE. APPLICATION MUST BE SIGNED AND DATED BY AN OWNER, PARTNER OR OFFICER OF THE APPLICANT.

Signature:	Title:	
Print Name:	Date:	
Applicable to applicants in Florida and lowa (required information)		
NAME OF PRODUCER:		LICENSE NUMBER:
ADDRESS: SIGNATURE of PRODUCER (NEW HAMPSHIRE applicants – required	l information):	
DI EASE SURMIT THIS		TO:

PLEASE SUBMIT THIS APPLICATION TO (Insert name & address)