



**BENCHMARK
MANAGEMENT
GROUP**

A STANDARD FOR EXCELLENCE

Application for Professional Liability Errors & Omissions Insurance

IF COVERAGE IS ISSUED, IT WILL BE ON A CLAIMS-MADE AND REPORTED BASIS

NOTICE: THIS INSURANCE COVERAGE PROVIDES THAT THE LIMIT OF LIABILITY AVAILABLE TO PAY JUDGEMENT OR SETTLEMENTS SHALL BE REDUCED BY AMOUNTS INCURRED FOR LEGAL DEFENSE. FURTHER NOTE THAT AMOUNTS INCURRED FOR LEGAL DEFENSE SHALL BE APPLIED AGAINST THE DEDUCTIBLE AMOUNT.

THIS APPLICATION IS NOT A BINDER

1. Name of Applicant: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Website Address: _____

2. Limit of Liability Desired:

_____ \$500,000 _____ \$1,000,000 _____ \$2,000,000 Other: _____

3. Deductible:

_____ \$5,000 _____ \$10,000 _____ \$25,000 Other: _____

4. Please describe in detail the professional activities for which coverage is desired:

5. Is the Applicant engaged in any business or profession other than as described in Item 4?

() YES () NO

If YES, please provide an explanation and estimated revenues:

6. A) List the total gross revenues for the past two years derived from those activities in Question 4. In addition, please list projected revenues for the current year.

YEAR	AMOUNT
a) Current Projected	\$ _____
b) _____	\$ _____
c) _____	\$ _____

*If revenues are over \$10,000,000 or if deductible of \$25,000 or higher are elected, please attach a copy of your most recent financial statements.

7. A) In the last 12 months has the Insured had a positive Net Income?
() YES () NO

B) Positive Net Equity?
() YES () NO

IF NO, please provide details including remedial actions taken:

8. For the revenues listed in Question 6, please give the approximate percentage derived from each of the activities listed in Question 4:

ACTIVITY	% OF QUESTION 6 REVENUES
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %

9. Does the Applicant Firm provide professional services to business entities in which it retains an ownership?

() YES () NO

If YES, please explain:

10. Year Established: _____

11. A) Is the Applicant Firm controlled, owned or associated with any other firm, corporation or company?

() YES () NO

IF YES, please explain:

B) Are any activities listed in Question 4 provided to such business enterprise?

() YES () NO

12. A) Number of principals, partners, officers and professional employees directly engaged in providing services to clients:

B) Number of non-professional employees (clerks, secretaries, etc.):

13. Please provide the following:

Name in full of ALL Partners/Principals/ Key Employees	Professional Qualifications	Date Qualified	How long in Practice	How long as Partner/Principal
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

14. To what professional association(s) does the Applicant Firm belong?

15. Please list the Applicants Firm's five (5) largest jobs or projects during the past three (3) years. Please give, in detail: 1) project/client name; 2) the nature of the services performed for the client; and 3) the revenues obtained from those services.

1) _____

2) _____

3) _____

4) _____

5) _____

16. Does the Applicant Firm use a written contract with clients?

_____ In all cases _____ Sometimes _____ Never

Please attach a copy of your standard contract(s).

17. Does the Applicant use independent contractors?

() YES () NO

If YES, please answer the following:

a) What percentage of the Applicant Firm's business involve subcontracting work to others? _____%

b) What type of services are performed by independent contractors?

c) Is proof that independent contractors carry professional liability required?

() YES () NO

18. Has any similar insurance ever been declined or cancelled?

() YES () NO

If YES, please explain:

19. A) Is similar insurance currently in force?

() YES () NO

If YES, please provide a description of services being covered:

Name of Insurer: _____

Expiration Date: _____

Limit: \$ _____ Deductible: \$ _____ Premium: \$ _____

Length of time coverage has been in force: _____

B) Give the following information for General Liability Coverage in force:

Carrier: _____ Limit: \$ _____ Expiration Date: _____

20. Have any of the individuals listed in Question 12 ever been the subject of disciplinary action by authorities as a result of their professional activities?

() YES () NO

If YES, please explain:

21. Does any person to be insured have knowledge or information of any act, error or omission which might reasonably be expected to give rise to a claim against him/her?

() YES () NO

If YES, please complete a Supplemental Claim Information form for each.

22. After inquiry have any claims been made against any proposed Insured(s) during the past five (5) years?

() YES () NO

If YES, please complete a Supplemental Claims Information form for each claim.

Also, how many claims have been made in the last five (5) years? _____

IT IS UNDERSTOOD AND AGREED THAT WITH RESPECT TO QUESTIONS 20, 21 AND 22 ABOVE, THAT IF SUCH KNOWLEDGE OR INFORMATION EXISTS ANY CLAIM OR ACTION ARISING THEREFROM IS EXCLUDED FROM THIS PROPOSED COVERAGE.

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

The Applicant hereby acknowledges that he/she/it is aware that the limit of liability shall be reduced, and may be completely exhausted, by the costs of legal defense and, in such event, the Insurer shall not be liable for the costs of legal defense or for the amount of any judgment or settlement to the extent that such exceeds the limit of liability.

I HEREBY DECLARE that, after inquiry, the above statements and particulars are true and I have not suppressed or misstated any material fact and that I agree that this application shall be the basis of the contract with the Underwriters.

Signature of person authorized to execute on behalf of the Applicant:

Title: _____

Date: _____

This Application Form duly completed, together with any supplementary information, must be signed by the person indicated.

Signing of this form does not bind the Applicant or the Underwriters to complete the insurance.

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