

# PortfolioSelect<sup>SM</sup> Application

NOTICE: IF A POLICY IS ISSUED, CERTAIN COVERAGE SECTIONS SHALL BE LIMITED TO LIABILITY FOR CLAIMS THAT ARE FIRST MADE AGAINST THE INSUREDS DURING THE POLICY PERIOD AND REPORTED IN WRITING TO THE INSURER AS REQUIRED BY THE TERMS OF THE POLICY. COVERED DEFENSE COSTS SHALL REDUCE THE APPLICABLE LIMITS OF LIABILITY AND SUBLIMITS OF LIABILITY AND ARE SUBJECT TO APPLICABLE RETENTIONS. THE INSURER DOES NOT ASSUME ANY DUTY TO DEFEND UNLESS SUCH COVERAGE IS EXPRESSLY PROVIDED WITHIN A COVERAGE SECTION. PLEASE READ THIS APPLICATION CAREFULLY AND REVIEW IT WITH YOUR INSURANCE AGENT OR BROKER.

References in this Application to "Insurer" shall mean the insurance company that issues the policy to the Applicant based on the Application.

<u>Instructions</u>: Please complete the General Information, Current Coverage Details, Coverage Requested, Passport, Claim Reporting Procedures and Financial Information sections below as well as the portions of this Application related to the Coverage Sections that the Applicant is applying for. The Application must be signed by the Applicant as indicated below.

Ge	eneral Information	
1.	Applicant:	_
	Address of the Applicant:	<del></del>
	City: Domicile State:	Zip Code:
	Primary Website:	
2.	State of Formation:	
3.	Years of Operation:	
4.	Type of Business Entity (please check applicable description):  Corporation Limited Liability Company Sole Proprietorship Other (please specify: )	
5.	Applicant's Primary Nature of Business:	<u></u>
6.	Applicant's Primary SIC Code:	
7.	Number of Locations: Domestic (within the U.S., Canada and territories): Foreign:	
	Foreign: What percentage of your revenues are generated outside the United States of America?	%
8.	Name of Parent Corporation (if not Applicant):	
	If not applicable, please check here .	
	Address of Parent Corporation:	

9.	Name of Risk Manager and/or General Counsel (or equiva	lent position) and number of years in current position:
	Risk Manager	
	Name:	Title:
	Years in Current Position:	
	E-mail Address:	Phone Number:
	General Counsel	
	Name:	Title:
	Years in Current Position:	
	E-mail Address:	Phone Number:

# **Current Coverage Details**

1. Please provide the following details with respect to any of the following coverages:

	Coverage	Does the Applicant currently have such insurance?	Current Policy Expiration Date	Current Limit	Current Retention	Current Premium	Current Carrier	Continuit y Date or Retro Date
	Public Company Directors & Officers Liability	Yes  No		\$	\$	\$		
	Employment Practices Liability	Yes  No		\$	\$	\$		
	Fiduciary Liability	Yes No No		\$	\$	\$		
	Network Interruption Insurance	Yes 🗌 No 🗌		\$	\$	\$		
	Security and Privacy Liability	Yes No No		\$	\$	\$		
	Cyber Extortion Insurance	Yes  No		\$	\$	\$		
	Event Management Insurance	Yes 🗌 No 🗌		\$	\$	\$		
	Cyber Media Liability	Yes 🗌 No 🗌		\$	\$	\$		
	Corporate Counsel Professional Liability	Yes 🗌 No 🗌		\$	\$	\$		
	Fidelity and Crime Insurance	Yes 🗌 No 🗌		\$	\$	\$		
	Kidnap, Ransom and Extortion Insurance	Yes No No		\$	\$	\$		
	Has any insurance car listed above? (If "Yes," please attac verage Requested		Y	es 🔲 No 🗌	_ *MISSOUR	e liability or :		
۱.	Aggregate Limit of L	iability requested	for all Cov	erage Sect	ions other	than Fidelity	& Crime	and Kidnap
	Ransom/Extortion:						\$ <u></u>	
2.	Fidelity & Crime Dedu	ctible:	\$		mit of Insura	ance Per Occı	ırrence: \$	
3.	Kidnap & Ransom/Exto	ortion Deductible:	\$	C	overage Sect	ion Aggregate	e: \$ <u> </u>	
١.	Kidnap & Ransom/Exto	ortion Each Insured	Event Limit:				\$ <u></u>	
<b>)</b> .	Kidnap & Ransom/Exto	ortion Loss Compon	ent Limits:				\$	
<b>).</b>	Please indicate the de	sired Limits of Liab	ility and Ret	ention for e	each coverag	e Applicant is	s requesting	:
	Coverage	Separate Limit o	T Lia	d Limit of ability Juested	Limit to	be shared witl		quested tention

Public Company Directors & Officers Liability	\$ \$	\$
Employment Practices Liability	\$ \$	\$
Fiduciary Liability	\$ \$	\$
Network	\$ \$	\$
Interruption Insurance	\$ \$	\$
Security and Privacy Liability	\$ \$	\$
Cyber Extortion Insurance	\$ \$	\$
Event Management Insurance	\$ \$	\$
Cyber Media Liability	\$ \$	\$
Corporate Counsel Professional Liability	\$ \$	\$

Pa	ssport		
1.	Passport is a service available to facilitate com the U.S. Would you like information on that ser		·
Cla	aim Reporting Procedures		
1.	Within the Applicant and its subsidiaries, who letters reported?   General Counsel		its, administrative charges and demand Management  Other:
2.	Does the Applicant have a mechanism in place lawsuits, administrative charges and demand le Risk Management or other office designated abo	etter to a corporate office	
Fii	nancial Information		
Ple	ease provide the following financial information fo	or the Applicant and its sub	sidiaries. Information must be based on
	e most recent audited financials or interim financ		
1.	Financial details (note, if the Applicant files this check here $\square$ , and this section does not need to		rities and Exchange Commission, please
	Based on Financial Statements Dated:	(Year/Month)	
	Total Assets	\$	
	Current Assets	\$	
	Total Liabilities	\$	
	Current Liabilities	\$	
	Total Revenues	\$	
	☐ Net Income or ☐ Net Loss	\$	
	Long-Term Debt with Maturity Date within next 18 months	\$	
	Cash flow from Operations	\$	
	Has the Applicant or any of its subsidiaries chardetails.  Has any auditor issued a "going concern" opinion or is the Applicant or any of its subsidiaries declared bankruptcy or operated under a different content of the Applicant or any of its subsidiaries declared bankruptcy or operated under a different content of the Applicant or any of its subsidiaries declared bankruptcy or operated under a different content of the Applicant or any of its subsidiaries declared bankruptcy or operated under a different content of the Applicant or any of its subsidiaries charden content of the Applicant or any of its subsidiaries declared bankruptcy or operated under a different content of the Applicant or any of its subsidiaries declared bankruptcy or operated under a different content of the Applicant or any of its subsidiaries declared bankruptcy or operated under a different content of the Applicant or any of its subsidiaries declared bankruptcy or operated under a different content of the Applicant or any of its subsidiaries declared bankruptcy or operated under a different content of the Applicant or any of its subsidiaries declared bankruptcy or operated under a different content of the Applicant or any of its subsidiaries declared bankruptcy or operated under a different content of the Applicant or any of its subsidiaries of th	on for the Applicant's or an eclaring bankruptcy or has	Yes No No y of its subsidiaries' financial statements the Applicant or any of its subsidiaries
	complete details.		Yes No No

# Please Provide the Following Additional Information

- 1. Completed, Signed and Currently Dated Original Application.
- 2. Mainform Application from current carrier (if applicable).
- 3. Any additional information listed in the questions for the individual Coverage Sections.
- 4. Any and all additional information or documentation the Insurer may require to underwrite this policy.

### **EXECUTIVE EDGE® PUBLIC COMPANY DIRECTORS & OFFICERS LIABILITY**

Please complete this section if applying for this coverage.

# **Subsidiaries and Insured Persons**

1.	Ticker:
2.	Please list all entities for which coverage is sought that are NOT: (i) for-profit subsidiaries controlled by the Applicant (having more than 50% of the voting, appointment or designation power for the selection of or the right to elect, appoint or designate, a majority of the senior management body of the Applicant) ("Subsidiary"); or (ii) a not-for-profit entity sponsored exclusively by the Applicant or a Subsidiary (Attach a list or organization chart if more convenient):
3.	Please list any persons (and the capacities) for whom coverage is sought only if they are not an executive of the Applicant, one of its Subsidiaries or an entity listed above (Attach a list if more convenient):
4.	Are there any plans being considered for a public offering, merger, acquisition or consolidation of or by any entity proposed for coverage? if "Yes", please attach complete details.  Yes \[ \] No \[ \]
Cl	aims Information
	Does any person or entity proposed for coverage know of or have information about any pending or prior claim, suit, regulatory action or other proceeding, inquiry or investigation (any of which being a "Known Claim") of or against any proposed insured? If "Yes", please attach complete details.  Yes  No
6.	Has any person or entity proposed for coverage (check all that apply and attach full details):  Been involved in any antitrust, copyright or patent litigation?  Been charged in any civil, criminal, administrative or regulatory action or proceeding with a violation of any federal, state or foreign law, rule or regulation governing antitrust or fair trade?  Been charged in any civil, criminal, administrative or regulatory action or proceeding with a violation of any federal, state or foreign law, rule or regulation governing securities?
	☐ Been involved in any representative actions, class actions, or derivative suits?

Been charged in any federal or state proceeding citing a violation of an law?		anti-discriminat					
(any of the above being a "Prior Action")							
7. Answer the following question only if the Applicant does not currently maintain Public Directors and Office Liability insurance. If Applicant currently maintains Public Directors and Officers Liability insurance, check the I box):							
Does any person or entity proposed for coverage know of or have information about any act, error, omission or circumstance (any of which being a "Potential Exposure") which would lead a reasonable person to believe that such Potential Exposure might give rise to a claim, suit, regulatory action or other proceeding, inquiry or investigation of or against any proposed insured? If "Yes", please attach complete details.  Yes \[ \] No \[ \] N/A \[ \]							
IT IS AGREED THAT IF ANY SUCH KNOWN CLAIM, PRIOR ACTION OR POTENTIAL EXRESULTING INSURANCE POLICY EXPRESSLY PROVIDES OTHERWISE, SUCH POLICY S	•	,					
ANY LOSS IN CONNECTION WITH SUCH KNOWN CLAIM, PRIOR ACTION OR POTENTIAL	EXPOSURE.						
Additional Public Company Directors & Officers Liability Information	on	- indicate whetl					
ANY LOSS IN CONNECTION WITH SUCH KNOWN CLAIM, PRIOR ACTION OR POTENTIAL  Additional Public Company Directors & Officers Liability Information  Please provide the following for the Applicant and, to the extent available, each of the information is attached or available on the Applicant's website, (please also	on of its Subsidiaries						
Additional Public Company Directors & Officers Liability Information	on of its Subsidiaries						
Additional Public Company Directors & Officers Liability Information Please provide the following for the Applicant and, to the extent available, each of	on of its Subsidiaries						
Additional Public Company Directors & Officers Liability Information Please provide the following for the Applicant and, to the extent available, each othe information is attached or available on the Applicant's website, (please also	on of its Subsidiaries o provide the wel	bsite address):					
Additional Public Company Directors & Officers Liability Information Please provide the following for the Applicant and, to the extent available, each of the information is attached or available on the Applicant's website, (please also represent the information a) Latest annual report.    B)   Latest 10K report filed with the Securities and Exchange Commission (SEC) (or similar state or foreign agency).	on of its Subsidiaries o provide the wel	bsite address):					
Additional Public Company Directors & Officers Liability Information Please provide the following for the Applicant and, to the extent available, each of the information is attached or available on the Applicant's website, (please also represent the information a) Latest annual report.    Discrepance   Latest 10K report filed with the Securities and Exchange Commission (SEC)	on of its Subsidiaries o provide the wel	bsite address):					
Additional Public Company Directors & Officers Liability Information Please provide the following for the Applicant and, to the extent available, each of the information is attached or available on the Applicant's website, (please also see the information a)  Requested Information  a) Latest annual report.  b) Latest 10K report filed with the Securities and Exchange Commission (SEC) (or similar state or foreign agency).	on of its Subsidiaries o provide the wel	bsite address):					
Additional Public Company Directors & Officers Liability Information Please provide the following for the Applicant and, to the extent available, each of the information is attached or available on the Applicant's website, (please also as a Latest annual report.  b) Latest 10K report filed with the Securities and Exchange Commission (SEC) (or similar state or foreign agency).  c) Latest interim financial statement available.  d) All proxy statements and notices of Annual Meeting of Stockholders within the last twelve (12) months.  e) All registration statements filed with the SEC (or similar state or foreign agency) within the last twelve (12) months.	on of its Subsidiaries o provide the wel	bsite address):					
Additional Public Company Directors & Officers Liability Information Please provide the following for the Applicant and, to the extent available, each of the information is attached or available on the Applicant's website, (please also the information is attached or available on the Applicant's website, (please also the information  a) Latest annual report.  b) Latest 10K report filed with the Securities and Exchange Commission (SEC) (or similar state or foreign agency).  c) Latest interim financial statement available.  d) All proxy statements and notices of Annual Meeting of Stockholders within the last twelve (12) months.  e) All registration statements filed with the SEC (or similar state or foreign agency) within the last twelve (12) months.  f) Latest CPA management letter along with Applicant's responses to any recommendations made therein.	on of its Subsidiaries o provide the wel	bsite address):					
Additional Public Company Directors & Officers Liability Information Please provide the following for the Applicant and, to the extent available, each of the information is attached or available on the Applicant's website, (please also as a Latest annual report.    Description	"Attached"	bsite address):					

#### **EMPLOYMENT EDGE® EMPLOYMENT PRACTICES LIABILITY**

Please complete this section if applying for this coverage.

_				c 1		
c	nta	ct	and	SHIP	ารเป	iaries

1.	Contact name a	nd tit	tle for	receipt	of	employment	practices	client	a lerts,	loss	prevention	offerings	and	event
	invitations:													

2.	Proposed Insured Companies. Please attach a list of all companies proposed to be insured under this coverage
	section. For any such companies that are not majority owned subsidiaries of the Applicant (such as joint ventures),
	please provide details of the relationship between the Applicant and such entity.

# **Workforce Characteristics**

3.	In the schedule below list the number of each type of employee located in the jurisdictions listed. For employees
	that operate in more than one location, use the location in which they spent the most time in the last twelve (12)
	months.

a)	Total number of independent contractors:
h)	Total number of employees (other than independent contractors):

		Full Ti	me	Part <sup>-</sup>	Гime
United				(include outsi seasonal, tempo employees in	rary and leased
States		Non-Union	Union	Non-Union	Union
of	California				
America	Florida, Texas, Michigan, D.C.				
	Elsewhere in the USA				
Foreign	Canada				
	All others (Foreign)				

4. For the past 3 years, what has been the annual percentage turnover rate of employees (all locations)?

Year	Domestic	Foreign
1		
2		
3		

#### **Human Resources**

5.	Name of the office, department or unit that handles the human resources function for each of the prospective
	insureds (i.e. "Human Resources", "Personnel Department", etc.):
	If none, or if such functions are not centralized for all insureds, provide full details on how such function is handled
	in an attachment.

6.	Is there a human resources manual(s) or equivalent(s) applicable to the companies listed in C	Question 2, above?
		Yes 🗌 No 🗌
7.	For each of the following issues, does the human resources manual (or equivalent) provide gu	uidance?
	a) Compliance with the Americans with Disabilities Act	Yes 🗌 No 🗌
	b) Compliance with the 1991 Civil Rights Act	′es 🔲 No 🔲
	c) Compliance with the Family Medical Leave Act	Yes 🗌 No 🗌
	d) Early retirements	Yes 🗌 No 🗌
	e) Employee appraisals/reviews	Yes ☐ No ☐
	If "No," please attach complete details on how such issues are handled and by whom.	
8.	a) Do the companies listed in Question 2 have an Employee Handbook that is distribute	ed to all employees or
	maintained on an Internet location informing employees of their employment rights? If	so, include a copy of
	such Employee Handbook.	Yes 🗌 No 🗌
	b) Are employees required to certify that they have reviewed HR material and will com	ply with its terms and
	conditions?	Yes 🗌 No 🗌
9.	Has legal counsel reviewed the HR Guidelines in the last two (2) years?	Yes 🗌 No 🗌
Lo	oss Prevention and Incident Management	
10.	. Are all of the companies listed in Question 2 required to conduct employee training with re	gards to discrimination
	and harassment? Yes \( \square\)	lo □
11.	. Is there a formalized process in place for reporting complaints by employees?	Yes 🗌 No 🗌
	If "Yes," are employees advised that this action will not result in a retaliatory action?	Yes 🗌 No 🗌
W	orkforce Management	
12.	. Attach details of the standard operating procedure for the handling of terminations,	employee discipline,
	allegations of discrimination and sexual harassment, layoffs, transfers, or promotions for	each of the companies
	listed in Question 2 above.	
13.	s. If any of the companies listed in Question 2 are currently undergoing or contemplating ar	ny employee layoffs or
	early retirements (including ones resulting from any type of company restructuring or	office, plant or store
	closing), then, for each such company, please answer the following:	
	a) Have there been any structured layoffs in the past twenty-four (24) months?	Yes 🗌 No 🗌
	If "Yes," what percentage of employees?	%
	b) Did the company consult outside counsel during the layoff procedure?	′es 🗌 No 🗌
	c) Were severance packages offered in exchange for releases of employee claims?	′es 🗌 No 🗌
	d) Will severance packages and releases be used for future layoffs?	Yes 🗌 No 🗌
	e) Does the company have procedures in place to assist terminated or laid off employees	
	find new employment?	Yes 🗌 No 🗌

#### **Claims Information**

14.	Does any person or entity proposed for coverage know of or have information about any pending or prior claim suit, regulatory action or other proceeding, inquiry or investigation (any of which being a "Known Claim") of or against any proposed insured in connection with employment practices, discrimination or harassment? If "Yes" please attach complete details.  Yes \[ \sum \ No \sum \]
	Have the companies proposed to be insured or any director or employee of such company been charged in any federal or state proceeding citing a violation of anti-harassment or anti-discrimination law (any of which being a "Prior Action")? If "Yes", please attach complete details.  Yes  No
16.	Please provide on a separate attachment full details of all inquiries, investigations, grievance filings or other administrative hearings filed during the last five (5) years or currently before any local, state or federal agency governing employer responsibility to employees (if none, check here   )
	Answer the following question only if the Applicant does not currently maintain Employment Practices Liability insurance. If Applicant currently maintains Employment Practices Liability insurance, check the N/A box):  Does any person or entity proposed for coverage know of or have information about any act, error, omission or circumstance (any of which being a "Potential Exposure") which would lead a reasonable person to believe that such Potential Exposure might give rise to a claim, suit, regulatory action or other proceeding, inquiry or investigation of or against any proposed insured?  If "Yes", please attach complete details.
RES	Yes ☐ No ☐ N/A ☐ S AGREED THAT IF ANY SUCH KNOWN CLAIM, PRIOR ACTION OR POTENTIAL EXPOSURE EXISTS, THEN, UNLESS THE ULTING INSURANCE POLICY EXPRESSLY PROVIDES OTHERWISE, SUCH POLICY SHALL NOT PROVIDE COVERAGE FOR Y LOSS IN CONNECTION WITH SUCH KNOWN CLAIM, PRIOR ACTION OR POTENTIAL EXPOSURE.

#### FIDUCIARY LIABILITY INSURANCE EDGE® EMPLOYEE BENEFIT PLAN FIDUCIARY LIABILITY

Please complete this section if applying for this coverage.

#### **Plan Information**

1. List of Plans for which coverage is requested.

Full Name of Plan	Current Market Value of Assets	Total # of Participants	Type of Plan*	(S)ingle Employer or (M)ultiple Employer	Does the Plan Hold or Permit Investment in Employer Securities?
	\$				
	\$				
	\$				
	\$				
*Type of Plan: DC=Defin	*Type of Plan: DC=Defined Contribution, DB=Defined Benefit, W=Welfare, SO=Stock Option, O=Other				

List any additional Plans in an attachment.

#### FOR LISTED PLANS, PLEASE ATTACH THE FOLLOWING:

- For the five largest (by asset size) pension Plans, copies of the latest CPA-audited financial statements, with investment portfolios. (If Plan assets are held in a master trust, submit master trust investment portfolio.)
- For each Plan whose assets at any time within twelve (12) months prior to the inception date of this policy was comprised of 10% or more of Employer Securities, the latest CPA-audited financial statement (with investment portfolio). If such Plan holds Employer Securities that are not publicly-traded, then also submit a summary of the most recent independent appraisal of such securities.
- For non-publicly-traded companies, the latest annual report and the latest interim financial statement for the Sponsor Organization.
- Written Plan description and latest financial statement, if applicable, for any Applicant non-qualified Plans.

Pla	n Changes
2.	In the past twenty-four (24) months, have any amendments to any Plan been made or contemplated that will result
	in or are expected to result in any reduction of benefits, including, but not limited to an increase in participants'
	share of costs?
	If "Yes", please identify the affected Plan(s) and provide a description of the amendments.
3.	Has any Plan or part of a Plan been transferred, merged or terminated or is any transfer, merger or termination
	under consideration? Yes No
	If "Yes," please attach complete details, including date of transfer, merger or termination, whether assets have
	been fully distributed to participants or beneficiaries, or reverted to a party other than participants affected by
	the transaction, and name of annuity provider if benefits have been secured by annuities.

#### **Defined Benefit Plans**

4.	Are all defined benefit Plans adequately funded in accordance with ERISA or applicable similar common or statutory law of the U.S., Canada or any state or other jurisdiction anywhere in the world, as attested to by an
	actuary? If "No", please attach complete details.  Yes No
5.	Are there any overdue employer contributions for any Plan, or has any Plan requested or contemplated filing a
	request for a waiver of contributions? If "Yes," please attach complete details.  Yes \[ \] No \[ \]
6.	Is any Plan a cash balance plan, or is any conversion to a cash balance plan being considered? If "Yes," please
	attach complete details. Yes No
Pla	an Investment and Governance
7.	How often do the fiduciaries establish or amend the investment manager's guidelines and goals for the Plans? $\square$ At
	least annually   Less than annually If less than annually, please describe.
8.	How often is the performance of the investment managers reviewed?
	☐ At least annually ☐ Less than annually If less than semi-annually, please describe.
9.	Do the Plans' fiduciaries and advisers adhere to written investment guidelines?  Yes  No
10.	Is there a written procedure that is followed to assess the reasonableness of investment management, consulting or
	other fees charged to or paid by the Plans, including a procedure to assess fees related to investments
	recommended by investment advisers?  Yes No
Th	ird Party Service Providers
11.	Please attach a list of third party service providers, including, but not limited to investment managers or advisers,
	actuaries, lawyers, administrators and benefit consultants, the Plans for which they provide services, and the services provided.
Cla	aim Information
12.	Does any proposed Insured know of or have information about any pending or prior claim, suit, regulatory action or
	other proceeding, inquiry or investigation (any of which being a "Known Claim") of or against any proposed Insured arising out of any plan? If "Yes", please attach complete details. Yes \_ No \_
13.	Answer the following question if the Applicant does not currently maintain Fiduciary Liability insurance. If
	Applicant currently maintains Fiduciary Liability insurance, check the N/A box):
	Does any proposed Insured know of or have information about any act, error, omission, circumstance, or violation of ERISA or any similar common or statutory law of the U.S., Canada or any state or jurisdiction anywhere in the
	world to which a Plan is subject (any of which being a "Potential Exposure") which would lead a reasonable person
	to believe that such Potential Exposure might give rise to a Claim, suit, regulatory action or other proceeding,
	inquiry or investigation under the proposed policy? If "Yes", please attach complete details.

Yes No No N/A	
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IT IS AGREED THAT IF ANY SUCH KNOWN CLAIM OR POTENTIAL EXPOSURE EXISTS, THEN, UNLESS THE RESULTING INSURANCE POLICY EXPRESSLY PROVIDES OTHERWISE, SUCH POLICY SHALL NOT PROVIDE COVERAGE FOR ANY LOSS IN CONNECTION WITH SUCH KNOWN CLAIM OR POTENTIAL EXPOSURE.

#### CYBEREDGE® CYBER LIABILITY

Please complete this section if applying for any of the following coverages: Security and Privacy Liability, Event Management Insurance, Network Interruption Insurance or Cyber Extortion Insurance.

<b>Conf</b> 1) a)	idential Information  Does the Applicant maintain any Conf	fidential Info	ormation under	their care	custody or cont	rol or with an
ι, α,	Information Holder?	identiat iiiic	inacion under		Yes \to No \to	iot or with ar
	If "Yes," please identify the forms of Co	onfidential Ir	nformation mai			d copy:
	Forms of Confidential Information Maintained	Maintained Applicant		ned by ation Holder	Estimated Num	ber of Records
	Personal Identifiable Information (PII)				☐ 0-25K ☐ 25K-100K ☐ 100K-1M	☐ 1M-3M ☐ 3M-5M ☐ Over 5M
	Protected Health Information (PHI)				☐ 0-25K ☐ 25K-100K ☐ 100K-1M	☐ 1M-3M ☐ 3M-5M ☐ Over 5M
	Financial Account Information				☐ 0-25K ☐ 25K-100K ☐ 100K-1M	☐ 1M-3M ☐ 3M-5M ☐ Over 5M
	Intellectual Property / Trade Secrets					
	Other:					
b)	<ul> <li>If maintained by Applicant, please checomological information handling and laborate information should be stored</li> <li>□ A data retention policy outlining who information should be stored</li> <li>□ A policy of least privilege defining who information internally</li> <li>□ A process for reviewing user accompositions internally</li> <li>□ A process for removing access privilege</li> </ul>	eling policy nen data may who may be s cess priviles	dictating what be disposed or granted access ges on a regu	at information f appropriately to information lar basis, in	n may be colle ly n cluding when a	cted and how user changes
2. a)	Does the Applicant outsource any part o information security function?  If "Yes," indicate the name of the vend				omputer system, Yes 🗌 N	
	Data Center Hosting:	or providing	☐ Managed Se			

b) Please check all due diligence that applies before engaging with a new vendor:

Formal assessment of the security risks associated with the vendor

Data Processing:

Application Service Provider:

Alert Log Monitoring:

☐ Intrusion Detection:

		A means to assess the vendors' security posture such as SAS70, CICA Section 5970, BITS or otherwise
		Contractual provision to indemnify the organization in the event of a security failure or loss of confidential information
	c)	Does the Applicant have a formal process in place to verify that the services are being performed as dictated
		by the contract?
3.	Che	ck the following that applies to the Applicant's information security program:
		A formal risk assessment methodology which includes at least an annual review of organizational risks
		Individual officially designated as a responsible security officer (CISO, CSO, etc)
		An Information Security Policy communicating how information is protected by the organization
		An Acceptable Use Policy communicating appropriate use of data to users
Sy	ster	ns
4.	Che	ck each of the following technologies used by Applicant:
		Firewalls at the perimeter of the network
		Firewalls in front of sensitive resources inside the network
		Corporate antivirus/anti-malware software
		Intrusion detection systems
		Centralized log collection and monitoring
		Proactive vulnerability scanning/penetration testing
		Physical controls preventing access to the devices themselves
5.	Doe	s the Applicant have a formal process in place to automatically push updates to all computing resources for
	crit	ical updates, patches and security hot-fixes?
	lf "	No", please describe
6.	Doe	s the Applicant have processes in place to ensure that all confidential data is encrypted?
	lf "	Yes," check all of the scenarios in which data is encrypted:
		Data at rest Data in transit
		Data transferred to removable media (backup tape, CDs, removable hard drives, etc)
Со	mp	iance
7.	ls t	ne Applicant subject to any laws or regulations dictating information security? Yes 🗌 No 🗌
		If "Yes," check all that apply:
		Health Insurance Portability and Accountability Act
		Gramm-Leach-Bliley Act
		Sarbanes-Oxley
		Payment Card Industry Data Security Standard
		Federal Educational Rights Privacy Act
		Federal Information Security Management Act
		Red Flags Rule

		Other (Please Describe)
		If "Yes," has your organization undertaken any third-party security audits and complied with all recommendations?
		If "No", please describe.
Bu	sine	ess Continuity/Training
8.	Doe	es the Applicant have:
	a)	A Documented Business Continuity and Disaster Recovery Plan. Yes 🗌 No 🗍
		If "Yes," based upon formal testing, what is your proven recovery time objectives for critical systems to restore operations after a computer attack or other loss/corruption?
		<ul><li>□ NA - have not formally tested</li><li>□ Less than 4 hours</li><li>□ 5 hours to 8 hours</li></ul>
		9 hours to 12 hours
	b)	Formal backup process for backing up, archiving and restoring confidential data.  Yes  No
		If "Yes," does the Applicant have formal processes in place to test backup data for integrity on a periodic
		basis? Yes No
	c)	Documented Incident Response Plan  Yes No
9.	a)	Does the Applicant have formal processes in place to communicate, educate and train employees on data privacy and security issues?  Yes No If "Yes," please describe the frequency and type of training.
	b)	Are employees trained on their personal liability and any potential ramifications if they aid, abet, or participate in a data breach incident involving the Applicant?  Yes  No
10.	wit	es the organization have processes in place to ensure that all employees, third parties, contractors and vendors h potential access to confidential data receive background screening?  Yes No Peck all that apply:
		Criminal convictions
	_	Educational background
		Credit check
	_	Orug testing
		Vork history
		Reference check
	_	

#### **Claims Information**

11. During the past three (3) years, has the Applicant experienced any occurrences, claims or losses related to a failure of security of the Applicant's computer system or has anyone filed suit or made a claim against the Applicant with regard to invasion or interference with rights of privacy, wrongful disclosure of confidential information or does the Applicant have knowledge of a situation or circumstance which might otherwise result in a claim against the

Applicant with regard to issues related to the insurance sought?	If "Yes", please attach complete details.  Yes ☐ No ☐
IT IS AGREED THAT IF ANY SUCH KNOWN CLAIM OR POTENTIAL EXPOSURING INSURANCE POLICY EXPRESSLY PROVIDES OTHERWISE, SUCH POLICY SICONNECTION WITH SUCH KNOWN CLAIM OR POTENTIAL EXPOSURE.	, ,

# CYBEREDGE® CYBER MEDIA LIABILITY

Please complete this section if applying for this coverage.

# Content

1.	Does the Applicant's website(s) inc	clude chatrooms, bulletin boards, web 2.0, or othe	erwise allow users or employees
	to post or upload content?		Yes 🗌 No 🗌
	If "Yes":		
	a) When, if ever, is such content	reviewed?	
	☐ Prior to Publication	After Publication (Indicate Standard Time La	g):
	☐ Never	☐ Other:	
	b) Are third parties provided wi	ith a readily accessible means of notifying the	Applicant should any offending
	material be posted?		Yes 🗌 No 🗌
	c) Does the Applicant have meas	ures to promptly remove or restrict access to offe	ending material once discovered
	or notified there of?		Yes 🗌 No 🗌
2.	Does the Applicant disseminate, st	ream or transmit music or songs?	Yes 🗌 No 🗌
	If "Yes", does the Applicant ensur	re that they have the appropriate license(s) to use	e the music/songs based on the
	intended usage, duration of song,	frequency of use, and time period used?	Yes 🗌 No 🗌
Clo	earance & Review Procedure	es	
3.	What procedures are followed by t	the Applicant prior to the dissemination of materia	al on its website(s)?
	☐ Written ☐ Ad Hoc ☐ None		. ,
	If "Written" or "Ad Hoc" does the	Applicant's media clearance and compliance proc	edures include:
	a) Measures to ensure acquisition	on of all necessary intellectual property (IP) rig	ghts and publicity rights of al
	content disseminated (includi	ng but not limited to images, photographs and m	usic) through releases, licenses
	or consents?		Yes 🗌 No 🗌
	b) Standard procedures to handle	e complaints concerning disseminated material?	Yes 🗌 No 🗌
	c) Training of employees regarding	ng copyright and trademark issues?	Yes 🗌 No 🗌
	d) Periodic IP audits done by lega	al/business staff or outside counsel?	Yes 🗌 No 🗌
4.	Please indicate the percentage of	disseminated or created content which is cleared	by:
	In-house counsel:	☐ 100% ☐ 75% ☐ <75% ☐ 0%	
	Outside counsel:	☐ 100% ☐ 75% ☐ <75% ☐ 0%	
	Trained employees (non-attorneys	):	

5.	Does the Applicant screen material for the following offenses prior to any dissemination on its web	site(s)?
	If "Yes", check all that apply.	Yes 🗌 No 🗌
	Copyright Infringement	
	Libel or Slander	
	☐ Trademark Infringement	
	Privacy Violations	
	Domain Name Infringement	
	☐ Violation of Rights of Publicity (including commercial appropriation of a celebrity's name, image	e or likeness)
6.	Does the Applicant have procedures to remove infringing, libelous, or otherwise controversial rwebsite(s)?	naterial from its Yes  No
7.	Does the Applicant comply with the safe harbor provisions of Section 512 of the Digital Millennic (DMCA) or equivalent?  Yes	
	If "Yes," is the Applicant's compliance with the DMCA or equivalent regularly reviewed by an attor	ney?
	Yes 🗌	No N/A
8.	Are content providers who supply the Applicant with material, including advertising content required to:	;, by agreemen
	a) Assign or license the Applicant their rights to the use of the material? Yes	No 🗌
	i. If "Yes," are these rights assigned on a blanket basis?  Yes No	N/A 🗌
	ii. If "No," please explain how rights are limited:	
	b) Warrant that their work does not violate another party's IP rights?	Yes 🗌 No 🗌
	c) Indemnify the Applicant when an IP infringement claim is made against them based on the mat Yes $\square$ No $\square$	erial provided?
lns	surance	
9.	Does the Applicant maintain commercial general liability insurance coverage including personal	and advertising
	injury liability coverage?	Yes 🗌 No 🗌
	If "Yes", please provide the following information with respect to such coverage:	
	a) Limits of Liability:	
	b) Personal and Advertising Injury Sublimit of Liability:	
	c) Insurance Carrier:	

#### **Claims Information**

10. During the past three (3) years, has the Applicant experienced any occurrences, claims or losses with respect to any of the Applicant's media content including, without limitation, electronic, digital or digitized media content displayed on the Applicant's website or does the Applicant have knowledge of a situation or circumstance which

$might\ otherwise\ result\ in\ a\ claim\ against$	the Applicant with regard to issues	related to the insurance sought? If
"Yes", please attach complete details.	Ye	s 🔲 No 🗌

IT IS AGREED THAT IF ANY SUCH KNOWN CLAIM OR POTENTIAL EXPOSURE EXISTS, THEN, UNLESS THE RESULTING INSURANCE POLICY EXPRESSLY PROVIDES OTHERWISE, SUCH POLICY SHALL NOT PROVIDE COVERAGE FOR ANY LOSS IN CONNECTION WITH SUCH KNOWN CLAIM OR POTENTIAL EXPOSURE.

# CORPORATE COUNSEL PREMIER® CORPORATE COUNSEL PROFESSIONAL LIABILITY

Please complete this section if applying for this coverage.

Legal Sta	ff
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1.	Please provide the number of lindependent contractors contractors		• •	
	Employed	Subcontracted		
2.	Please enter the percentage of l	egal staff with the following le	vels or overall legal experience	:
	0-5 years	5-10 years	10+ years	
3.	Are there any employed lawyer	's outside of the Applicant's L	egal Department, Office of th	e General Counsel or
	equivalent department or office	? If "Yes", please attach com	plete details.	Yes 🗌 No 🗌
Le	gal Services			
4.	Please describe the type of work	performed by Employed Lawye	er's in the following areas:	
	Moonlighting			$\neg$
	Pro Bono			
	Corporate			
5.	Does any employed lawyer serve	on the Board of Directors or e	equivalent governing body of th	e Applicant or any of
	its subsidiaries?			s No No
6.	Does the Applicant or any of its	subsidiaries permit or require	employed lawyers to issue wri	tten legal opinions to
	outside parties in connection wit	h sales, acquisitions or other to	ransactions? Ye	s No No
7.	Does any employed lawyer serv	e on a due diligence committe	ee or perform legal services re	egarding any merger,
	acquisition or a consolidation of	or by the Applicant or any of it	s subsidiaries?	Yes No No
8.	Do the Applicant's employed la	wyers appear in court on beha	lf of the Applicant or any of i	ts subsidiaries or any
	other party?			Yes No No
9.	Does the employed lawyer prov	ride personal legal services wi	th respect to criminal, matrin	nonial or intellectual
	property law or estate/financial	•		Yes 🗌 No 🗌

#### **Claim Information**

10.	Does any person or entity proposed for coverage know of or have information about any pending or prior claim,
	suit, regulatory action or other proceeding, inquiry or investigation (any of which being a "Known Claim") of or
	against any proposed insured? If "Yes", please attach complete details.
11.	Answer the following question only if the Applicant does not currently maintain Employed Lawyers Professional
	Liability insurance. If Applicant currently maintains Employed Lawyers Professional Liability insurance, check the
	N/A box):
	Does any person or entity proposed for coverage know of or have information about any act, error, omission or
	circumstance (any of which being a "Potential Exposure") which would lead a reasonable person to believe that
	such Potential Exposure might give rise to a claim, suit, regulatory action or other proceeding, inquiry or
	investigation of or against any proposed insured? If "Yes", please attach complete details.

IT IS AGREED THAT IF ANY SUCH KNOWN CLAIM OR POTENTIAL EXPOSURE EXISTS, THEN, UNLESS THE RESULTING INSURANCE POLICY EXPRESSLY PROVIDES OTHERWISE, SUCH POLICY SHALL NOT PROVIDE COVERAGE FOR ANY LOSS IN CONNECTION WITH SUCH KNOWN CLAIM OR POTENTIAL EXPOSURE.

Yes No N/A

# CRIMEGUARD CHOICE® FIDELITY AND CRIME INSURANCE

Please complete this section if applying for this coverage.

# Operations

1.	Attach a list of all welfare and pen	sion plans and s	ubsidiaries to be covered	1.
2.	Describe your principal business ac	tivity:		
3.	Total number of employees:	U.S	Canadian	Foreign

# EMPLOYEES LOCATED IN THE UNITED STATES, ITS POSSESSIONS AND CANADA:

(Please include Canadian Personnel only in column provided)

	U.S.	Canada		U.S.	Canada		U.S.	Canada
Chairman of			Assistant			Payroll Clerks		
the Board			Sales Managers			Tuyrott eterns		
President			Branch Sale Manager			Collectors		
Vice President			Purchasing Agents			Outside Messenger		
Treasurer			Buyers			General Superintendent		
Asst. Treasurer			Assistant Purchasing Agent			Asst. or Factory Superintendent		
Secretary Asst.			Asst. Buyers Salesmen			Timekeepers Paymasters		
Secretary								
Comptroller			Outside & Collecting			Traffic Managers		
Assistant Comptroller			Salesman			Receiving Clerks		
Adverting Managers			Outside & No Collecting			Shipping Clerks		
Office Manager			Cashiers			Watchmen		
Department Managers			Accountants & Auditors			Gatemen & Guards		
Branch Managers			Bookkeeper			Drivers (Collections)		
Assistant Branch Managers			Credit Managers			Drivers (No Collections)		
Sales Managers			Cash Handling Clerk					
TOTAL			TOTAL			TOTAL		

#### OTHER EMPLOYEES

Please use the table below to list the total number of the following types of employees: office clerks, secretaries, stenographers, typists, telephone operators, inside salesmen, inside messengers, business machine operators, porters & other like personnel.

		U.S.A	CANADA	FOREIGN	GRAND TOTAL
	TOTAL				
	Total numbers of lo	ocations: U.S.	Cana	adian	Foreign
4.	Total number of re	tail locations			
5.	-	or precious metal expo		owest request deduct	ible amount? If "Yes," attach Yes □ No □
6.	,	n involved in the tradi rading Questionnaire	ng of stocks, bonds, co	ommodities or currend	cy? If "Yes," please complete Yes □ No □
7.	•		to include as employee		ob function as well as control
Au	dit/Internal Con	trol Procedures			
8.	How many employe Internal Audit	es do you have within	the following departme Loss Prevent	ents? ion	Corporate Security
	IT Auditors (not in	 cluded above)			
9.	during the current	year? If "No," please o	d all domestic and fore explain in a separate at udit plan or executive s	tachment Ye	e prior two years or will it be s □ No □ N/A □
10		nnual financial statem lain the reason in a sep		nanged CPA firms dur	ing the past seven years? If Yes ☐ No ☐
11.	• •	npliant with the Sarba		garding internal contr	ols and related reporting? If Yes □ No □ N/A □
12.	Please describe sim	nilar regulatory and no	n-regulatory efforts at	foreign locations.	

13.	Were any material weaknesses or significant deficiencies in internal controls identified by your CPA firm or internal audit staff during the current or prior year? Yes $\square$ No $\square$ N/A $\square$ If "Yes," please attach a description and corrective measures and implementation timeframe.
14.	Briefly describe the company's fraud reporting mechanisms (e.g., telephone hotline or anonymous reporting mechanism) used to report allegations of fraud at domestic and any foreign locations.
15.	Are background checks performed on all new hires?  Yes \[ \sum No \[ \]  Please check all that apply:
	☐ Criminal ☐ Credit ☐ Prior Employment ☐ References ☐ Drug Testing
16.	Are mid-employment background checks or screenings performed (e.g., when employees are promoted to managerial or sensitive positions)?  Yes \sum No \sum
17.	Are your Code of Ethics and/or Code of Conduct policies distributed to all domestic and foreign employees?  Yes  No
18.	Do you have a procedure in place to ensure the Code of Ethics / Conduct policies have been read and understood by all employees (e.g., employee signatures, electronic testing)?  Yes \[ \subseteq \text{No } \subseteq \]
19.	Do you provide specific fraud awareness training for managers and employees?
20.	Do you train employees on privacy, information security and related issues annually or more frequently?  Yes \( \subseteq \text{No} \subseteq \)
	If "Yes," please describe the training provided.
21.	Are all expense reports reviewed by a supervisor or by someone knowledgeable of the employee's work and travel itineraries?
22.	When an employee is terminated or resigns, does the company immediately cancel and deny access to sensitive data (building access, corporate credit cards, computer systems, etc)? Yes $\square$ No $\square$
23.	Are perpetual inventory systems maintained at all domestic and foreign locations? Yes \( \subseteq \ No \( \subseteq \ N/A \subseteq \)
24.	Are complete physical inventory counts conducted at least annually and independently reconciled to recorded / book quantities at all locations?  Yes \[ \Boxed{NO} \Boxed{N} \Boxed{N} \Boxed{A}

25.	Are physical and other inventory controls consistent at all warehouse and branch locations?  Yes \[ \sum N/A \[ \]
26.	Does anyone within the payroll area perform more than one of the following duties: payroll preparation, approval, recording, and reconciling? Yes $\square$ No $\square$
27.	Is payroll distributed to any employees at domestic or foreign locations via cash or using a cash envelope system?  Yes \[ \] No \[ \]  If "Yes," please describe the process and controls in place.
	——————————————————————————————————————
28.	Does the company receive rebates or sales incentives from manufacturers or third parties? Yes \_ No \_  If "Yes," when was the most recent audit of this area and by whom?
29.	Does the company utilize a Positive Pay system to reduce the risk of unauthorized payments presented to and paid by its banks?  Yes \[ \] No \[ \]
30.	Do any employees responsible for reconciling bank statements also perform the following?  Approve or disburse payments  Yes No Access the master vendor file  Receive checks or make deposits  Yes No No
31.	Is countersignature (dual signature) of checks required at all locations?  a) If "Yes," at what dollar threshold is countersignature required? \$  b) If "No," describe the system in effect to prevent unauthorized issuance of checks (e.g., countersignatures of purchase orders or invoices)
32.	Are summary disbursements reports or audit exception reports prepared that list payments made via check and wire and reviewed by management or internal audit staff for unusual payments ("data mining")? Yes \( \subseteq \text{No } \subseteq \)
33.	Do the above controls differ for foreign locations? If "Yes," please explain in a separate attachment.
	Yes  No
34.	Describe any other relevant company programs, policies, or procedures designed to reduce the risk of fraud and abuse within the company not discussed above?
Ve	ndor Information
35.	Are background checks performed on vendors prior to doing business with them to determine:  a) Ownership?  b) Physical address?  Yes No

	c) Tax ID (or SSN)?	′es 🗌 N	o 🗌
	d) Financial capability?	Υ	ſes □ No □
36.	Are employee databases searched to determine whether there are unusual matches bet obtained above and employee data?		ne vendor data /es
37.	. Which department maintains and updates the authorized / pre-approved listing of vendors (exprocurement)?	∍.g., acc	counts payable,
38.	. Do any of these department employees (from previous question) have invoice approval, chec signature, or bank account reconciliation responsibilities? If "Yes," provide details. Yes \( \square\) N		ment approval,
39.	. Does the company utilize a purchase order or payment requisition system requiring two signs all goods and services?	atures p 'es 🗌 N	
40.	Are vendors provided with a statement of your conflict of interest and gift policy (provided significant value)?	rohibitin 'es 🗌 N	
41.	. Are vendors asked to disclose any gifts or favors offered or requested or other questionable $oxedsymbol{igsq}$ Yes $oxdot$ N		by employees?
42.	Do the same controls apply to locations outside the United States?  If "No," please explain.	١	∕es ☐ No ☐
	ands Transfer/Computer System  . What is the daily average number and dollar amount of wire transfers?		
	Domestic: Number Dollar \$ Foreign	gn: N	Number
	Dollar \$		
44.	. Is approval by more than one person required to initiate a wire transfer?	Υ	∕es ☐ No ☐
45.	. Does anyone within the wire transfer area perform more than one of the following duties: recording, and reconciling?	reques es 🗌 N	
46.	Are similar internal controls established surrounding vendor set-up, requesting, appropriate reconciling within the wire transfer area as with the accounts payable area?	-	recording, and
47.	. For non-repetitive (non-routine) wire transfers, are internal controls in place that are simi and check disbursement procedures (e.g., required approval signatures, supporting documen		

		Yes [	□ No □
48.	Do internal controls surrounding wire transfers vary among domestic and foreign locations	? Yes □ No □	N/A 🗌
49.	When was the most recent wire transfer department audit performed by:  Internal auditors? External auditors?		
50.	Are computer access codes and passwords changed every ninety (90) days or less?	Yes 🗌 No 🗌	
51.	Do any non-employees have access to the company's computer systems?  If "Yes," provide details and control information.	Yes No No	
52.	Has the company had a theft of or unintended release of sensitive personal information of in the past three (3) years?  Yes  If "Yes," did you notify the individuals whose information was stolen or released?  If "Yes," please describe the nature and size of the release and any corrective action takes	No 🗌 Yes 🗌 No 🗌	
53.	When was the most recent IT / computer system audit performed by:  Internal auditors? External auditors?		
Cli	ent Assets		
54.	Describe the type of services/work will you perform for your client(s)?		
55.	Will you have access to your client's funds/property (including money, securities, invent banking systems, wire transfer systems, computer systems, sensitive computer data, etc.)		e property, □ No □
	If "Yes," advise to what extent you will have access to this property along with the approx	<del>-</del>	
56.	Number of employees who will be performing work for your client(s).		
57.	To what extent do you perform background checks on your employees?  Prior employment Reference checks Criminal records Credit history Dru	g testing	
58.	Will you be performing services for your client(s) during normal business hours?  If "No," at what time will you be performing your work?	Yes 🗌 No 🗌	]
59.	Will your employees be supervised by your client(s) while performing services?  If "No," what safeguards will be in place?	Yes No No	]

60.	What physical and internal controls are in place to prevent and detect Employee Theft losses investigately. Provide details:	olving your client's
61.	To what extent will your client(s) audit the services you provide for them? Provide details:	
62.	Do you have any knowledge of an employee stealing from a client in the past or at this time?  If "Yes," provide complete details including all corrective measures implemented.	Yes  No

	NAME OF CLIENT	LIMIT OF COVERAGE REQUESTED	START & END  DATE OF  CONTRACT	DOLLAR AMOUNT OF CONTRACT	
		\$		\$	
		\$		\$	
		\$		\$	
		\$		\$	
		\$		\$	
		\$		\$	
☐ Ir	or network security is manag uard the personal information	y a third party vendor  ed In-House, please checon of your customers/me  Firewall   Data En	ck the applicable net mbers/employees: cryption	work security service ess control	es that you us
Ш					
ntity	Theft Insurance Progr	am			

#### **Claims Information**

68. List all losses (including loss of any personal identity information of employees or customers) during the last six (6) years:

Date of Loss	Description	Gross Amount	Date Paid	Corrective Measures

69.	Answer the following question only if the Applicant does not currently maintain Fidelity and Crime insurance.	lf
	Applicant currently maintains Fidelity and Crime insurance, check the N/A box):	
	Does any person or entity proposed for coverage know of or have information about any act, error, omission	or
	circumstance (any of which being a "Potential Exposure") which would lead a reasonable person to believe the	nat

such Potential Exposure might give rise to a claim, suit, regulatory action or other proceeding, inquiry or investigation of or against any proposed insured? If "Yes", please attach complete details.

																Yes [	] No	□ N/A □	
ΙT	IS	AGRE	ED	THAT	IF	ANY	SUCH	POTE	NTIAL	EXPOSI	JRE	EXISTS,	THEN	, UNLES	S THE	RESUL	TING	INSURANCE	POLIC
EX	PRI	ESSLY	PR	OVIDES	0	THER	WISE,	SUCH	POLIC	Y SHALI	L NO	T PROV	IDE CO	OVERAGE	FOR A	ANY LO	SS IN	CONNECTIO	HIW NO

SUCH POTENTIAL EXPOSURE.

# KIDNAP & RANSOM/EXTORTION INSURANCE

Please complete this section if applying for this coverage.

1.	List locations of all resident employees and the number of employees at each country. Please include the USA. (A resident employee is any employee who resides in any one country for more then six (6) cumulative months over a									
	one (1) year period of time). Please atta	-			ulative months over a					
	COUNTRY	TOTAL #		COUNTRY	TOTAL #					
	COUNTRY	TOTAL #		COUNTRY	TOTAL #					
	USA									
	Is coverage desired for any of the follow	ving: independe	ent contrac	tors, leased or temporary o	emplovees, volunteers					
	or students?	5			es No N					
	If "Yes," please include these persons	in the overall	employee							
	•			• •	classification(s) to be					
	included in the quotations:				<u> </u>					
2.	List anticipated foreign travel by specific country and number of employees traveling to each country. This would									
_,	include all Non-US based citizens traveling to the USA. (Travel means less than six (6) months cumulative travel									
	-									
	over a one year period of time). Please attach a separate schedule if necessary.									
	SPECIFIC COUNTRY		# OF EMPLOYEES							
	Is coverage desired for any of the following: independent contractors, (leased or temporary employees, volunteers									
	or students?									
	If "Yes," please include these persons in the overall employee count above and specify classification(s) to be									
	included in the quotations:									
3.	Has the Applicant or any person(s) to	be covered ι	under this	policy ever received an	actual, attempted or					
	threatened kidnapping, extortion, detent	ion, or hijackir	ng attempt	? Ye	es 🗌 No 🗌					
4.	Please state any special security precaut	ions or attach o	details:							
5.	Please list Director of Security and/or Ris	sk Management	contacts (	Please include telephone nu	ımber):					
	Name:		Teleph	none:						

IN GRANTING COVERAGE TO ANY OF THE INSUREDS, THE INSURER HAS RELIED UPON THE DECLARATIONS AND STATEMENTS IN THIS APPLICATION FOR COVERAGE. ALL SUCH DECLARATIONS AND STATEMENTS ARE THE BASIS OF COVERAGE AND SHALL BE CONSIDERED INCORPORATED IN AND CONSTITUTING PART OF THE POLICY SHOULD ONE BE ISSUED.

- The undersigned authorized officer of the Applicant declares that the statements set forth herein are true, and agrees that if the information supplied on this application changes between the date of this application and the effective date of the insurance, the Applicant will, in order for the information to be accurate on the effective date of the insurance, immediately notify the Insurer of such changes, and the Insurer may withdraw or modify any outstanding quotations and/or authorizations or agreements to bind the insurance
- Signing of this application does not bind the Applicant or the Insurer to complete the insurance, but it is
  agreed that this application shall be the basis of the contract should a policy be issued, and it will be
  attached to and become part of the policy.
- All written statements and materials furnished to the Insurer by or on behalf of the Insured in conjunction with this application are incorporated by reference into this application and made a part of it.

**NOTICE TO 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 act, which is a crime and MAY subject such person to criminal and civil penalties.

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

NOTICE TO ARKANSAS, NEW MEXICO AND 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.

NOTICE TO 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 POLICYHOLDER OR CLAIMANT FOR THE PURPOSE OF DEFRAUDING OR ATTEMPTING TO DEFRAUD THE POLICYHOLDER 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 AUTHORITIES.

NOTICE TO DISTRICT OF COLUMBIA APPLICANTS: WARNING: 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.

**NOTICE TO 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.

NOTICE TO KANSAS APPLICANTS: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD, PRESENTS, CAUSES TO BE PRESENTED OR PREPARED WITH KNOWEDLGE OR BELIEF THAT IT WILL BE PRESENTED TO OR BY AN INSURER, PURPORTED INSURER, BROKER OR ANY AGENT THEREOF, ANY WRITTEN STATEMENT AS PART OF, OR IN SUPPORT OF, AN APPLICATION FOR THE ISSUANCE OF, OR THE RATING OF AN INSURANCE POLICY FOR PERSONAL OR COMMERCIAL INSURANCE, OR A CLAIM FOR PAYMENT OR OTHER BENEFIT PURSUANT TO AN INSURANCE POLICY FOR COMMERCIAL OR PERSONAL INSURANCE WHICH SUCH PERSON KNOWS TO CONTAIN MATERIAL FALSE INFORMATION CONCERNING ANY FACT MATERIAL THERETO; OR CONCEALS, FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO COMMITS A FRAUDULENT INSURANCE ACT.

NOTICE TO 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.

**NOTICE TO 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.

**NOTICE TO 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.

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

**NOTICE TO MINNESOTA APPLICANTS:** A PERSON WHO FILES A CLAIM WITH INTENT TO DEFRAUD OR HELPS COMMIT A FRAUD AGAINST AN INSURER IS GUILTY OF A CRIME.

**NOTICE TO 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.

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 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.

**NOTICE TO 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.

**NOTICE TO 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 (365:15-1-10, 36 §3613.1).

NOTICE TO OREGON 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, MAY BE GUILTY OF A FRAUDULENT ACT, WHICH MAY BE A CRIME AND MAY SUBJECT SUCH PERSON TO CRIMINAL AND CIVIL PENALTIES.

NOTICE TO 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.

**NOTICE TO TENNESSEE, VIRGINIA AND 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.

**NOTICE TO VERMONT APPLICANTS:** ANY PERSON WHO KNOWINGLY PRESENTS A FALSE STATEMENT IN AN APPLICATION FOR INSURANCE MAY BE GUILTY OF A CRIMINAL OFFENSE AND SUBJECT TO PENALTIES UNDER STATE LAW.

Signed:	Date:	
Name (print):		Title:
(Must be signed by the president)		

Insurance Broker:	
Broker Signature:	
Broker License Number:Address:	