

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **PAYROLL LIMITATION OR EXCLUSION**

This endorsement modifies insurance provided under the following:

BUSINESS INCOME (AND EXTRA EXPENSE) COVERAGE FORM  
BUSINESS INCOME (WITHOUT EXTRA EXPENSE) COVERAGE FORM

### **SCHEDULE**

<b>Premises Number:</b>	<b>Building Number:</b>
<div style="margin-bottom: 10px;"> <input type="checkbox"/> <b>Payroll Expense Limitation – Number Of Days:</b> </div> <div style="margin-bottom: 10px;"> <input type="checkbox"/> <b>Payroll Expense Exclusion</b> </div> <p>The following are subject to the provisions of this endorsement if so indicated in this Schedule:</p> <div style="margin-bottom: 10px;"> <input type="checkbox"/> All employees and job classifications including officers, executives, management personnel and contract employees         </div> <div style="margin-bottom: 10px;"> <input type="checkbox"/> All employees and job classifications other than officers, executives, management personnel and contract employees         </div> <div style="margin-bottom: 10px;"> <input type="checkbox"/> All employees and job classifications (including officers, executives, management personnel and contract employees), <b>except:</b> </div> <div style="margin-bottom: 10px;"> <input type="checkbox"/> Only the following job classifications and/or employees:         </div>	
<b>Premises Number:</b>	<b>Building Number:</b>
<div style="margin-bottom: 10px;"> <input type="checkbox"/> <b>Payroll Expense Limitation – Number Of Days:</b> </div> <div style="margin-bottom: 10px;"> <input type="checkbox"/> <b>Payroll Expense Exclusion</b> </div> <p>The following are subject to the provisions of this endorsement if so indicated in this Schedule:</p> <div style="margin-bottom: 10px;"> <input type="checkbox"/> All employees and job classifications including officers, executives, management personnel and contract employees         </div> <div style="margin-bottom: 10px;"> <input type="checkbox"/> All employees and job classifications other than officers, executives, management personnel and contract employees         </div> <div style="margin-bottom: 10px;"> <input type="checkbox"/> All employees and job classifications (including officers, executives, management personnel and contract employees), <b>except:</b> </div>	

<input type="checkbox"/> Only the following job classifications and/or employees:	
<b>Premises Number:</b>	<b>Building Number:</b>
<input type="checkbox"/> <b>Payroll Expense Limitation – Number Of Days:</b> <input type="checkbox"/> <b>Payroll Expense Exclusion</b> <p>The following are subject to the provisions of this endorsement if so indicated in this Schedule:</p> <div style="margin-left: 20px;"> <input type="checkbox"/> All employees and job classifications including officers, executives, management personnel and contract employees  <input type="checkbox"/> All employees and job classifications other than officers, executives, management personnel and contract employees  <input type="checkbox"/> All employees and job classifications (including officers, executives, management personnel and contract employees), <b>except:</b>   <input type="checkbox"/> Only the following job classifications and/or employees:         </div>	
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

**A.** In the Business Income (And Extra Expense) Coverage Form and the Business Income (Without Extra Expense) Coverage Form, Business Income includes continuing normal operating expenses, including payroll, subject to all applicable policy provisions.

If the Payroll Expense Limitation is indicated in the Schedule, then Business Income includes payroll expense only up to the number of days shown, with respect to the job classifications and/or employees subject to the provisions of this endorsement. The number of days need not be consecutive but must fall within the "period of restoration" or extension of the "period of restoration" if an extension is provided under this policy.

If the Payroll Expense Exclusion is indicated in the Schedule, then payroll expense is excluded from Business Income with respect to the job classifications and/or employees indicated in the Schedule.

**B.** In determining the operating expenses for the policy year for Coinsurance purposes, payroll expenses will include only those incurred during the number of days shown in the Schedule. If payroll expenses for the policy year vary during the year, the period of greatest payroll expenses will be used.

**C.** Payroll expenses include:

1. Payroll;
2. Special compensation such as bonuses and other incentive compensation;
3. Employee benefits, if directly related to payroll;
4. FICA payments you pay;
5. Union dues you pay; and
6. Workers' compensation premiums.