



**General Supplemental**

Named Insured: \_\_\_\_\_

Website: \_\_\_\_\_

Detailed Description of Operations: \_\_\_\_\_

Hours of Operation: \_\_\_\_\_

Driving or Delivery Mileage % of Each:  <50       50-100       100+       N/A

Group Transportation:  No       Yes      **If yes, # of Employees:**  #

Are Vehicles Company Owned:  No       Yes       N/A

Vehicle Maintenance Program:  In-House       Outside Vendor       No

Distracted Driving policy in place:  No       Yes       N/A

Drivers Training:  No       Yes       N/A

Overnight Travel by Employees:  No       Yes      **If yes, frequency:**

Employees (# of Each):  Full Time       Part Time       Seasonal       Volunteers

How are Employees Paid:  Hourly       Commission       Salary      **Other:**

Benefits Offered (check all that apply):  Paid Sick Time       Paid Vacation       401k       Retirement

Group Health Coverage:  Yes       No      **If yes, % paid by employer:**  %

Pre Hire (check all that apply):  Written Application       Reference Checks       Physicals  
 Pre-Hire Drug Testing       Random Drug Testing       Post Accident Drug Testing  
 Pre-Hire MVR Checks       Annual MVR Checks       Criminal Background Checks

**Other, please list:**

Return-To-Work/Light Duty Available:  Formal/Written       Informal/Verbal       None

Employee Average Annual Turnover:  %

Subcontractors Used:  No       Yes      **If yes, what % of payroll**  %

Are COIs Obtained for Subs:  Yes       No       N/A

Day Laborers or Employee Leasing:  Yes       No

Safety Program in Place:  Formal/Written       Informal/Verbal       None

Safety Training:  Yes, Documented       Yes, Verbal       None

Safety Meetings:  Yes       No

If yes, frequency:  Weekly       Monthly       Quarterly       Annually

Lifting Exposures:  <25lbs       25-40lbs       40+lbs       N/A

Machinery Guarded & Maintained:  Yes       No       N/A

Lockout/Tagout:  Yes       No       N/A

Forklifts Used:  No       Yes       **Check Box if Operators Are Annually Certified**

Maximum Depth in Feet:  0-3 Feet       4-7 Feet       8 Feet and Below       N/A

Maximum Height in Feet:  0-6 Feet       7-15 Feet       15 Feet and Above       N/A

If heights, what is used:  Scissor Lift       Scaffolding       Bucket Truck       Ladder

**Other, please describe:**

Provide details regarding what the insured has implemented to keep employees safe in response to COVID19: \_\_\_\_\_

List all Personal Protective Equipment:  Gloves       Back Belts       Protective Clothing       Ear Plugs  
 Goggles       Non-Slip Shoes       Steel Toed Boots       Masks  
 Hard Hats

**Other, please list:**

**Affirmation**

The undersigned acknowledges and understands the information provided herein will be used to evaluate the applicant and a decision as to whether the applied to insurance company will offer workers' compensation insurance will be made, in part, based on the information provided. Signature below indicates the information provided is true and correct. This Supplemental Application must be signed by a principle, owner or partner of the entity applying for insurance.

**Owner/Officer Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_