

MID-AMERICA SPECIALTY MARKETS

DOCUMENT REQUEST FOR ANALYSIS AND INSURANCE QUOTE

General Business Insurance Items:

- 1) **Provide a copy of these current policies:**

**General Liability
Property
Business Auto
Commercial Umbrella**

- 2) **Please provide currently valued loss history for all insurance companies that you had general liability, property, business auto and commercial umbrella coverage with for the last 4 years. Your insurance agent will be able to provide these to you or you may contact your insurance company.**
- 3) **Please provide a complete drivers information list which should include drivers name, date of birth and drivers license number.**

Workers Compensation Specific Items:

You will notice we are asking for 4 years past information. If you cannot provide 4 years then please provide as many years back as possible.

- 1) **Provide a copy of your current and previous 4 years Experience Modification Worksheets. These are produced by NCCI and you should be able to get copies from you insurance agent. If not, you can call NCCI direct at 800-622-4123 and ask them to send them directly to you.**
- 2) **Currently valued loss runs for all insurance companies that you had workers compensation coverage with for the last 4 years. Your insurance agent will be able to provide these to you or you can contact your insurance carrier direct and request they send these to you.**
- 3) **Provide a copy of your workers compensation information pages for the last 4 years.**
- 4) **Provide a copy of your audit worksheets that correspond with the workers compensation policies for the last 4 years. You may need to request these directly from your insurance company.**

Most of this information will be available to you from your insurance agent. If you have changed agents within the last 4 years you may need to contact your prior agent to secure information unavailable to your current agent. Experience modification rate worksheets are available from NCCI. Loss history can be requested directly from your insurance carrier. Audit worksheets are available directly from your insurance carrier.

We may require additional information once we begin our review.