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NOT FOR PROFIT MANAGEMENT LIABILITY NEW BUSINESS APPLICATION

BY COMPLETING THIS APPLICATION THE APPLICANT IS APPLYING FOR COVERAGE WITH THE INSURANCE COMPANY INDICATED ABOVE (THE "INSURER").

NOTICE: THE LIABILITY COVERAGE SECTIONS OF THIS POLICY (WHICHEVER ARE PURCHASED) PROVIDE CLAIMS MADE COVERAGE, WHICH APPLIES ONLY TO **CLAIMS** FIRST MADE DURING THE **POLICY PERIOD**, OR ANY APPLICABLE **EXTENDED REPORTING PERIOD**. THE LIMIT OF LIABILITY TO PAY DAMAGES OR SETTLEMENTS WILL BE REDUCED AND MAY BE EXHAUSTED BY **CLAIM EXPENSES**, AND **CLAIM EXPENSES** WILL BE APPLIED AGAINST THE RETENTION AMOUNT. IN NO EVENT WILL THE INSURER BE LIABLE FOR **CLAIM EXPENSES** OR THE AMOUNT OF ANY JUDGMENT OR SETTLEMENT IN EXCESS OF THE APPLICABLE LIMIT OF LIABILITY. READ THE ENTIRE **APPLICATION** CAREFULLY BEFORE SIGNING.

APPLICATION INSTRUCTIONS

- Whenever used in this **Application**, the term "Applicant" means the **Parent Organization** applying for this insurance and all of its wholly owned/controlled subsidiaries and their respective Directors, Officers, Trustees or Governors, unless otherwise stated.
- Include all requested underwriting information and attachments.
- The Applicant is required to complete Section 1 General Information, and General Summary Section 5.
- The Applicant should complete other applicable Section(s) for which coverage is desired. Please refer to the chart below.

REQUESTED COVERAGE

Check Coverage Desired	Section	Requested Limit	Requested Retention
☐ Directors & Officers and Entity Liability	2		
☐ Employment Practices Liability	3		
☐ Fiduciary Liability	4		

SECTION 1 – GENERAL INFORMATION

(All Applicants must complete this section

		(All Applicants must	complete this section)	
1.	Name of Applicant:			
2.	Applicant's Principal Address:	City:	State:	ZIP:
		Website:		Telephone:
3.	Executive officer authorized to	receive notices and infor	mation regarding the propose	ed policy:
	Name:		Title:	
	Contact's telephone number:		Contact's email address:	

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Matters and Benefit Plan Administration: Title: Contact's email address: Contact's telephone number: _____ _____ Title: _____ Contact's email address: Contact's telephone number: 4. Please describe the nature of the Applicant's operations: Does the Applicant now have tax exempt status under the United States Internal Revenue Code? 5. 6. Is there now, or has there been, any dispute as to the Applicant's tax exempt status? ☐ Yes ☐ No 7. Primary SIC code: Federal Employer Identification Number (FEIN): Date established: _____ State of Incorporation: If applicable, indicate the following: Number of members: Number of chapters: 9. 10. Financial information: BASED ON FINANCIAL DATA AS OF: (YEAR/MONTH) Total Assets: Net Assets / Fund Balance: Total Restricted Net Assets: Annual Revenue: Compliance with all Debt Covenants: Yes No If No, attach an explanation. Do Current Assets exceed Current Liabilities: Yes No Will more than 50% of the total long-term ☐ Yes ☐ No If Yes, attach an explanation. liabilities mature within the next 18 months? Is a reduction in funding anticipated within the ☐ Yes ☐ No If Yes, attach an explanation. next 18 months? 11. Does the applicant or any subsidiary: □Yes □ No Negotiate labor contracts or provide arbitration services? b. Promote, sponsor or provide any form of insurance to members or non-members? ☐ Yes □ No c. Sponsor or operate a political action committee? ☐ Yes □No Yes □No d. Publish any magazines, periodicals or newsletters? e. Engage in product research, product development, testing and/or certification? ☐ Yes □No Promote or sponsor any type of group travel, convention, parade or similar event or assume ☐ Yes □No liability in connection therewith? 12. Does the Applicant have any subsidiaries for which coverage is requested? Yes No If "Yes", attach a list of these entities with ownership, tax status, and indicate nature of business for each. 13. Does the Applicant or any subsidiary render any professional services, including but not limited to ☐ Yes □No conducting any standard setting, accrediting, credentialing or licensing activities for others for a fee? If "Yes", attach an explanation. 14. Does the Applicant currently carry General Liability insurance? ☐ Yes ☐ No

If different than above, please indicate the individuals responsible for Human Resources and Employment Law

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15.		t complete	ed or
	been in the process of completing: a. Any actual or proposed merger, acquisition, divestment or consolidation of another entity?	☐ Yes	□No
	b. Any branch, location, facility or office closing, consolidations or layoffs?	☐ Yes	□No
	If "Yes" to any part of Question 15, please attach an explanation.	_	_
16.	Has the Applicant or any person proposed for coverage been the subject of, involved in, or convicte following in the past five years:	ed of, any	of the
	a. Anti-trust, copyright or patent infringement litigation?	☐ Yes	☐ No
	 Civil, criminal or administrative proceeding charging/alleging violation of any federal or state securities laws or regulations? 	☐ Yes	□ No
	c. Any other criminal actions? Or the subject of a pending criminal proceeding?	☐ Yes	☐ No
	d. Representative actions, class actions or derivative suits?	☐ Yes	☐ No
	e. Federal, state or local litigation or proceeding citing a violation of anti-harassment and/or anti-discrimination law; or wrongful termination/constructive discharge?	Yes	☐ No
	If "Yes" to any part of Question 16, attach a full description of the details. It is agreed with respect to such circumstances exist, any claim arising from such circumstances are excluded from the proposed to the circumstances.		
17.	Provide details of any actual or potential claims reported under prior insurance for which this policy coverage:	would pro	vide
	If no such claims exist, check here	e: Non	ie.
	SECTION 2 – DIRECTORS AND OFFICERS (Complete this paction only if Directors 2 Officers soverage in desired.)		
	(Complete this section only if Directors & Officers coverage is desired.)		
1.	Directors and Officers Liability Insurance has been continuously in force since:		
2.	In the next 18 months or during the past 18 months, is the Applicant contemplating or has the Applicant contemplating or	`	
	a. Any changes in tax exempt status?	☐ Yes	□ No
	b. Any changes in the Board of Directors or senior management?	∐ Yes	□ No
	c. Any public or private offering of debt or equity securities?If "Yes" to any part of Question 2, attach a detailed explanation.	☐ Yes	□No
3.	Does the Applicant direct or request any individual to serve as director, officer, governor or trustee of any other entity? If "Yes", attach an explanation.	☐ Yes	☐ No
	SECTION 3 - EMPLOYMENT PRACTICES INFORMATION		
	(Complete this section only if Employment Practices Liability coverage is desired.)		
1.	Employment Practices Liability Insurance has been continuously in force since:		
2.	Employee Count:		
	Domestic		
	Foreign		

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Domestic Employee Breakdown:

3.

		Part Time/Temp/	Independent Contractors	Volunteers/
State	Full Time	Seasonal	Contractors	Interns

If more room is needed, please include via attachment.

4. Turnover for the last three years:

Year	Total Employees	Percentage

5.	Does the Applicant have a Human Resources department? If "No", does the Applicant have other qualified staff members serving equivalent function	☐ Yes	□ No
	If "No", how are these issues handled and by whom? Please attach details.	115!	
6.	Does the Applicant have a written Human Resources Manual in place?	☐ Yes	☐ No
	If "Yes", does the Human Resources Manual address the following:		
	a. Anti-Discrimination?	☐ Yes	☐ No
	b. Anti-Sexual Harassment?	☐ Yes	☐ No
	c. Americans with Disabilities Act?	☐ Yes	☐ No
	d. Family Medical Leave Act?	☐ Yes	☐ No
	e. Progressive Discipline?	☐ Yes	☐ No
	f. Performance Management?	☐ Yes	☐ No
	g. Employment At Will?	☐ Yes	☐ No
	When was the Human Resources Manual last updated and distributed?		
7.	Are employment issues relating to the following handled by the Human Resources Deparand/or the Legal Department?	artment, outside coun	sel
	a. Terminations?	☐ Yes	☐ No
	b. Discrimination?	☐ Yes	☐ No
	c. Sexual Harassment?	☐ Yes	☐ No
	d. Layoffs?	☐ Yes	☐ No
	e. Transfers?	☐ Yes	☐ No
	f. Promotions / Demotions?	☐ Yes	☐ No

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8. Is any reduction of employees or change of status anticipated or being contemplated in the next 18 months or has any such reduction or change occurred in the past 18 months? If "Yes", please answer the following:							∐ Yes	∐ No
	•		ees will be affe	ected?				%
	•	ounsel be utiliz					☐ Yes	 No
	c. Will severanc	e be offered to	all affected er	mployees?			☐ Yes	☐ No
	d. Are procedure	es in place to a	assist affected	employees find wo	ork?		☐ Yes	☐ No
	e. Will affected e	employees be	required to sig	n release stateme	nts?		☐ Yes	☐ No
9.	9. Total percentage of current employees with annual compensation greater than \$100,000:							_%
10.	 10. Please answer the following questions only if the Applicant is or has been a federal contractor. a. Does the Applicant currently have an Affirmative Action Plan in place? If "No", attach an explanation. b. Has the Applicant been subject to an OFCCP audit? If "Yes", attach an explanation. 						☐ Yes	☐ No
		(Complete		I 4 – FIDUCIARY I		desired)		
1.	Fiduciary Liability l					,		
٠.	r iddoldry Eldollity i	modranoc nas	Deen continue	doly in force since	•			
2.	Plan Summary:							
F	Plan Name	Plan Type	Year Established	Plan Assets (current year)	Plan Participants	Multi or Multiple Employer Plan (Yes/No)	Plan Fundin Percen (DB Or	ť
	Types of Plans:		tribution Plan = efit Plan = DB	DC Employee Welfare P		nip Plan = ESOP		
3.	If any plan for which including name of					oplicant, please pro o such plan, check		
4.	In the past 18 months has the Applicant merged, spun-off, transferred or terminated any employee benefit plan(s) or is any such merger, spin-off, transfer or termination being contemplated in the next 18 months? If "Yes", provide details including transaction date, status of asset distribution, whether similar benefits are being offered, and name of insurance carrier if terminated plan benefits are secured by insurance.							□No
5.	Are all plans in cor If "No", please des						☐ Yes	□No
6.	If "No", please describe: Has any fiduciary been: a. Accused of, found guilty of, or held liable for a breach of trust? b. Convicted of criminal conduct? If "Yes" to any of the above, please attach a full description of the details.							□ No

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7.	Has any amendment to any plan been made or contemplated within the past two (2) years, or is Yes No any amendment now contemplated, which has resulted or might result in any reduction of benefits including, but not limited to an increase in participant's share of cost? If "Yes", please attach details. If there have been any amendments, please attach copies.							
8.	Do any plans(s) emp a. Investment b. Accounting c. Actuarial d. Legal e. Administrative	oloy outside	providers to	perform service	s in the following d	isciplines?		es
			SECTION	ON 5 – GENERA	L SUMMARY			
1.	(All Applicants must complete this section.) 1. Has the Applicant been declined, cancelled or non-renewed for any of the coverages to which this Application relates, including its Directors, Trustees or Officers or has any underwriter indicated any intent not to offer renewal terms to the Applicant? If "Yes", please attach an explanation. (Not applicable in Missouri)							
2.	Please complete the	chart belo	W:					
	oility Coverage ctions	this cove	purchases erage	Current limit of liability	Current Insurer	Retention	Expiration Date	Premium
1	ectors & Officers	Yes	No 🗆					
Lial	ployment Practices pility							
	uciary Liability	DRIOR KI	NOWLEDGE	OF EACTS/CIP	CLIMSTANICES/SI	THATIONS		
3.	3. REPRESENTATION: PRIOR KNOWLEDGE OF FACTS/CIRCUMSTANCES/SITUATIONS. The Applicant must complete the Prior Knowledge Statement below if the Applicant answered "No" to any Coverage listed above in Section 5, Question 2. PRIOR KNOWLEDGE STATEMENT: No person or entity proposed for coverage is aware of any fact, circumstance or situation which he or she has reason to suppose might give rise to a future claim that would fall within the scope of any of the proposed coverages for which the Applicant does not currently maintain insurance, except: None ☐ or ☐ o							
	Without prejudice to a such fact, circumstance, or fact, circumstance, or	ce, or situa	tion exists, w	hether or not dis	sclosed above, any	claim or acti	on arising froi	m any such

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4. MATERIAL CHANGE: The Undersigned declares that if there is any material change in the answers to the questions in this **Application**, or any occurrence or event that takes place prior to the effective date of the insurance for which **Application** is being made which may render inaccurate, untrue, or incomplete any statement made, the Applicant must immediately notify the Insurer in writing. The Insurer may withdraw or modify any outstanding quotations and/or authorization or agreement to bind the insurance.

Fair Credit Report Act Notice: PERSONAL INFORMATION ABOUT THE APPLICANT, INCLUDING INFORMATION FROM A CREDIT OR OTHER INVESTIGATIVE REPORT, MAY BE COLLECTED FROM PERSONS OTHER THAN THE APPLICANT IN CONNECTION WITH THIS APPLICATION FOR INSURANCE AND SUBSEQUENT AMENDMENTS AND RENEWALS. SUCH INFORMATION AS WELL AS OTHER PERSONAL AND PRIVILEGED INFORMATION COLLECTED BY THE INSURER OR THE INSURER'S AGENTS MAY IN CERTAIN CIRCUMSTANCES BE DISCLOSED TO THIRD PARTIES WITHOUT THE APPLICANT'S AUTHORIZATION. CREDIT SCORING INFORMATION MAY BE USED TO HELP DETERMINE EITHER THE APPLICANT'S ELIGIBILITY FOR INSURANCE OR THE PREMIUM THE APPLICANT WILL BE CHARGED. THE INSURER MAY USE A THIRD PARTY IN CONNECTION WITH THE DEVELOPMENT OF THE APPLICANT'S SCORE. THE APPLICANT HAS THE RIGHT TO REVIEW THE APPLICANT'S PERSONAL INFORMATION IN THE INSURER'S FILES AND CAN REQUEST CORRECTION OF ANY INACCURACIES. A MORE DETAILED DESCRIPTION OF THE APPLICANT'S RIGHTS AND THE INSURER'S PRACTICES REGARDING SUCH INFORMATION IS AVAILABLE UPON REQUEST. CONTACT THE APPLICANT'S AGENT OR BROKER FOR INSTRUCTIONS ON HOW TO SUBMIT A REQUEST TO THE INSURER.

FOR INSUREDS LOCATED IN Arkansas, Missouri, Nebraska, New York, North Dakota, Rhode Island, PLEASE READ AND SIGN THE FOLLOWING NOTICE REGARDING CLAIM EXPENSES WITHIN LIMITS: Please be advised that unlike most liability insurance policies in which payment of Claim Expenses does not reduce the policy limits, this policy contains Claim Expenses within the limits. The provision includes the Insurer's costs for providing legal defense against a Claim along with any Claim settlement amount within the stated policy limits.

Once the policy limit is reached, it is the Insured's responsibility to pay any further amounts for **Claim Expenses** or for any damages that may be awarded, except that the Insurer will pay damages for statutorily required liability insurance to the limit required by law.

The undersigned represents that to the best of his/her knowledge and belief the statements set forth in this **Application** and in any attachments herein are true and complete. The Insurer is hereby authorized to make any investigation and inquiry in connection with the information, statements and disclosures provided in this **Application**. The signing of this **Application** does not bind the Undersigned to purchase the insurance, nor does the review of this **Application** bind the Insurer to issue a policy. It is agreed that this **Application** shall be the basis of the contract should a policy be issued. This **Application** will be attached and become a part of the policy.

This **Application** must be signed by the president, chief executive officer, chief operating officer, chief financial officer or in-house general counsel of the **Parent Organization** acting as the authorized representative of the person(s) and entity(ies) proposed for this insurance.

Fraud Warning: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR ANOTHER 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 THE PERSON TO CRIMINAL AND [NY: SUBSTANTIAL] CIVIL PENALTIES. (NOT APPLICABLE IN CO, DC, FL, HI, KS, MA, NE, OH, OK, OR, VT OR WA) (INSURANCE BENEFITS MAY ALSO BE DENIED IN LA, ME, TN, AND VA.)

Date	Signature	Title
	Name (please print)	

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 Applicant's latest fiscal year end financial statement (CPA prepare interim financial statement. List of the Applicant's current Directors & Officers. Audited plan financial statements and copies of the most recently plans for which coverage is requested. Copies of the latest versions of the Applicant's employee handboom Most recent EEO-1. 	filed Forms 5500 (and attachments) for all ERISA					
THE INFORMATION CONTAINED IN AND SUBMITTED WITH THIS AND ALONG WITH THE APPLICATION IS CONSIDERED PHYSICA SHOULD ONE BE ISSUED. THE INSURER WILL HAVE RELIED UF SSUING ANY POLICY.	LLY ATTACHED TO AND PART OF THE POLICY,					
PRODUCED BY (Insurance Agent or Broker):						
Producer Name:	Firm Name:					
Taxpayer ID or Social Security No.: Producer License No.:						
Agency:						
Address (No., Street, City, State, ZIP):						
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As part of this **Application**, please submit the following documents for every **Applicant** seeking coverage:

STATE FRAUD STATEMENTS

THIS NOTICE IS PART OF YOUR APPLICATION:

APPLICABLE IN COLORADO

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 POLICY HOLDER OR CLAIMANT FOR THE PURPOSE OF DEFRAUDING OR ATTEMPTING TO DEFRAUD THE POLICY HOLDER OR CLAIMANT WITH REGARD TO A SETTLEMENT OF AWARD PAYABLE FROM INSURANCE PROCEEDS SHALL BE REPORTED TO THE COLORADO DIVISION OF INSURANCE WITHIN THE DEPARTMENT OF REGULATORY AGENCIES.

APPLICABLE IN THE DISTRICT OF COLUMBIA

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.

APPLICABLE IN FLORIDA

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.

APPLICABLE IN HAWAII

FOR YOUR PROTECTION, HAWAII LAW REQUIRES YOU TO BE INFORMED THAT PRESENTING A FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT IS A CRIME PUNISHABLE BY FINES OR IMPRISONMENT, OR BOTH.

APPLICABLE IN KANSAS

ANY PERSON WHO KNOWLINGLY AND WITH INTENT TO DEFRAUD, PRESENTS, CAUSES TO BE PRESENTED OR PREPARES WITH KNOWLEDGE OR BELIEF THAT IT WILL BE PRESENTED TO OR BY AN INSURER, PURPORTED INSURER, BROKER OR ANY AGENT THEREOF, ANY WRITTEN, ELECTRONIC, ELECTRONIC IMPULSE, FACSIMILE, MAGNETIC, ORAL, OR TELEPHONIC COMMUNICATION OR 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 MATERIALLY FALSE INFORMATION CONCERNING ANY FACT MATERIAL THERETO, OR CONCEALS,

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FOR THE PURPOSE OF MISLEADING INFORMATION CONCERNING ANY FACT MATERIAL THERETO COMMITS A FRAUDULENT INSURANCE ACT.

APPLICABLE IN MARYLAND

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.

APPLICABLE IN MASSACHUSETTS, NEBRASKA, OREGON AND VERMONT

ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR ANOTHER 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 COMMITTING A FRAUDULENT INSURANCE ACT, WHICH MAY BE A CRIME AND MAY SUBJECT THE PERSON TO CRIMINAL AND CIVIL PENALTIES.

APPLICABLE IN OHIO

ANY PERSON WHO, WITH INTENT TO DEFRAUD OR KNOWING THAT HE/SHE IS FACILITATING A FRAUD AGAINST AN INSURER, SUBMITS AN APPLICATION OR FILES A CLAIM CONTAINING A FALSE OR DECEPTION STATEMENT IS GUILTY OF INSURANCE FRAUD.

APPLICABLE IN OKLAHOMA

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.

APPLICABLE IN WASHINGTON

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.

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