



**CONDOMINIUM SUPPLEMENTAL APPLICATION**

**ARCHITECTS AND ENGINEERS PROFESSIONAL LIABILITY, ARCHITECTS, ENGINEERS AND CONTRACTORS POLLUTION LIABILITY, TECHNOLOGY BASED SERVICES, TECHNOLOGY PRODUCTS, COMPUTER NETWORK SECURITY, AND MULTIMEDIA AND ADVERTISING AND PRIVACY LIABILITY INSURANCE POLICY**

**Important Note: THIS IS AN APPLICATION FOR A CLAIMS MADE AND REPORTED POLICY. Subject to its terms, the Policy applies only to a Claim first made against the Insureds during the Policy Period or the Optional Extension Period (if purchased) and reported in writing to the Insurer during or within 60 days after expiration of the Policy Period or during the Optional Extension Period (if purchased). Claim Expenses will reduce and may exhaust the Limit of Liability available to pay Claims and are applied to the deductible. The Insurer will not pay settlements or judgments after the Limit of Liability is exhausted by payment of Damages or Claim Expenses.**

**Additional Notice To New York Applicants: The Policy for which this Application is made is a claims made policy. The Policy provides no coverage for Claims arising out of incidents, occurrences or wrongful acts which took place prior to the Retroactive Date. Upon termination of coverage for any reason, a 60-day automatic extension period will apply. For an additional premium, a three year Optional Extension Period can be purchased. This Policy applies to Claims only if first made during the Policy Period, the automatic extension period or, if purchased, the Optional Extension Period. No coverage exists for Claims made after termination of coverage and the automatic extension period unless, and to the extent, the Optional Extension Period applies. No coverage will exist after the expiration of the automatic extension period or, if purchased, the Optional Extension Period, which may result in a potential coverage gap if prior acts coverage is not subsequently provided by another insurer. During the first several years of a claims-made relationship, claims-made rates are comparatively lower than occurrence rates, and the Insured can expect substantial annual premium increases, independent of overall rate increases, until the claims-made relationship reaches maturity.**

**Additional Notice to Minnesota Applicants: Under Minnesota law a Claim may be reported orally or in writing to the Insurer or to the Insured’s Broker of Record.**

Please fully answer all questions and submit all requested information. Terms appearing in bold face in this **Application** are defined in the Policy and have the same meaning in this **Application** as in the Policy. If you do not have a copy of the Policy, please request it from your agent or broker. Applicant agrees that the representations made in this **Application**, and any supplemental attachments, are material and have been relied upon by the Underwriter in issuing any Policy.

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**Section 1 – Condominium Services**

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**Name of Applicant:** \_\_\_\_\_

**Residential Condominiums:**

	<b>Fees</b>	<b>Percentage (%) of Total Gross Billings</b>	<b>Number (#) of Units</b>
<b>Last Fiscal Year</b>	\$	%	
<b>Two Years Ago</b>	\$	%	
<b>Three Years Ago</b>	\$	%	

**Mixed Use Condominiums:**

	<b>Fees</b>	<b>Percentage (%) of Total Gross Billings</b>	<b>Number (#) of Units</b>	<b>Number (#) of Residential Units</b>
<b>Last Fiscal Year</b>	\$	%		
<b>Two Years Ago</b>	\$	%		
<b>Three Years Ago</b>	\$	%		

**Commercial Condominiums:**

	<b>Fees</b>	<b>Percentage (%) of Total Gross Billings</b>	<b>Number (#) of Units</b>
<b>Last Fiscal Year</b>	\$	%	
<b>Two Years Ago</b>	\$	%	
<b>Three Years Ago</b>	\$	%	

A) Does the Applicant, or any related entity, engage in the following for any condominium project:

- 1) Actual construction, erection or installation?  Yes  No
- 2) Construction Management (At-Risk or Advisor)?  Yes  No
- 3) Design without construction observation services?  Yes  No
- 4) Forensic/Investigative services?  Yes  No
- 5) Design of Remediation Plan?  Yes  No

B) Does the Applicant act as Prime Architect or Design Professional on any condominium projects?

Yes  No

If yes, please provide:

The percentage (%) of condominium projects attributable to the role: \_\_\_\_\_%

The number (#) of condominium projects attributable to the role: \_\_\_\_\_

**Section 2 – Subconsultants**

A) Does the Applicant hire subconsultants for any condominium projects?

Yes  No

If yes, please provide, as a percentage (%) of the Applicant’s condominium revenues, the amount of work attributable to subconsultants in the following area(s):

Architecture:	%	Geotechnical:	%
Civil:	%	Structural:	%
Mechanical:	%	HVAC:	%
Electrical:	%	Other (please describe):	%

B) Are subconsultants hired under a written agreement?

Yes  No

C) Does the Applicant obtain certificates of insurance for their subconsultants?

Yes  No

D) Does the Applicant hire subconsultants to perform construction?

Yes  No

E) Does the Applicant require subconsultants to carry at least the same limits of professional liability insurance?

Yes  No

If not, please explain: \_\_\_\_\_

**Section 3 – Contracts**

A) Please provide the percentage (%) of the Applicant’s condominium projects are executed under the following contract types:

Professional Association Agreement	%	Client Drafted Agreement	%	Verbal Agreements	%
Firm’s Standard Agreement	%	Purchase Orders	%		

B) What percentage of condominium project contracts use a limitation of liability provision, where the liability is limited to \$250,000 or less? \_\_\_\_\_%

C) What percentage of condominium projects contracts include a waiver of consequential damages? \_\_\_\_\_%

D) What percentage of condominium projects contracts include a clause requiring mediation or some form of Alternative Dispute Resolution (ADR)?

## Section 4 – Clientele

Please provide the percentage (%) of the Applicant's professional services on condominium projects that are attributable to the following types of client:

Developers	%	Other Design Professional	%	Individual Owner	%
Contractor	%	Construction Manager	%	Other (please describe):	%
Architect	%	Condominium or Homeowner's Association	%		

B) Are condominiums projects a source of repeat business for the Applicant?  Yes  No

If yes, what percentage (%) of condominium projects is derived from repeat clients? \_\_\_\_\_%

C) Does the Applicant require the developer to have a minimum amount of experience with condominium projects?  Yes  No

If yes, what is the Applicant's standard: Number (#) of years: \_\_\_\_\_ Number (#) of projects: \_\_\_\_\_

D) By percentage of condominium revenue, what process is the Contractor selected on the condominium projects the firm contributes their professional services?

Qualification Based Selection (QBS): \_\_\_\_\_% Pre-qualified contractors subject to low bid selection: \_\_\_\_\_%  
 Low Bid Selection: \_\_\_\_\_% Unknown: \_\_\_\_\_%

## Section 5 – Projects

Please provide the following information of each condominium project where the Applicant has provided professional services in the past five (5) years:

### Project 1

Name of Project:		Location:	
Contractor's Name:		Developer's Name:	
Have you worked previously with this Contractor? Y N		Have you worked previously with this Developer? Y N	
Services provided by the Applicant:			
Year Completed:	Applicant's Total Gross Receipts: \$	Construction Value: \$	
Are you aware of any cost overruns? <input type="checkbox"/> Yes <input type="checkbox"/> No		Are you aware of any delays impacting substantial completion of the project? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Is the applicant aware of any claims made against it on this project? <input type="checkbox"/> Yes <input type="checkbox"/> No			

### Project 2

Name of Project:		Location:	
Contractor's Name:		Developer's Name:	
Have you worked previously with this Contractor? Y N		Have you worked previously with this Developer? Y N	
Services provided by the Applicant:			
Year Completed:	Applicant's Total Gross Receipts: \$	Construction Value: \$	
Are you aware of any cost overruns? <input type="checkbox"/> Yes <input type="checkbox"/> No		Are you aware of any delays impacting substantial completion of the project? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Is the applicant aware of any claims made against it on this project? <input type="checkbox"/> Yes <input type="checkbox"/> No			

**Project 3**

Name of Project:		Location:	
Contractor's Name:		Developer's Name:	
Have you worked previously with this Contractor? Y N		Have you worked previously with this Developer? Y N	
Services provided by the Applicant:			
Year Completed:	Applicant's Total Gross Receipts:\$	Construction Value:\$	
Are you aware of any cost overruns? <input type="checkbox"/> Yes <input type="checkbox"/> No		Are you aware of any delays impacting substantial completion of the project? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Is the applicant aware of any claims made against it on this project? <input type="checkbox"/> Yes <input type="checkbox"/> No			

**Project 4**

Name of Project:		Location:	
Contractor's Name:		Developer's Name:	
Have you worked previously with this Contractor? Y N		Have you worked previously with this Developer? Y N	
Services provided by the Applicant:			
Year Completed:	Applicant's Total Gross Receipts:\$	Construction Value: \$	
Are you aware of any cost overruns? <input type="checkbox"/> Yes <input type="checkbox"/> No		Are you aware of any delays impacting substantial completion of the project? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Is the applicant aware of any claims made against it on this project? <input type="checkbox"/> Yes <input type="checkbox"/> No			

**Project 5**

Name of Project:		Location:	
Contractor's Name:		Developer's Name:	
Have you worked previously with this Contractor? Y N		Have you worked previously with this Developer? Y N	
Services provided by the Applicant:			
Year Completed:	Applicant's Total Gross Receipts: \$	Construction Value: \$	
Are you aware of any cost overruns? <input type="checkbox"/> Yes <input type="checkbox"/> No		Are you aware of any delays impacting substantial completion of the project? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Is the applicant aware of any claims made against it on this project? <input type="checkbox"/> Yes <input type="checkbox"/> No			

- E) After Inquiry, is the Applicant, its predecessor(s) or any other person or entity for which coverage is requested aware of any act, error, omission or circumstance (including but not limited to any unresolved job dispute, fee disputes or accident) which may reasonably result in a claim being made against them?  Yes  No

If yes, please attach details:\_\_\_\_\_

## FRAUD WARNING DISCLOSURE

**ANY PERSON WHO, WITH INTENT TO DEFRAUD OR KNOWING THAT (S)HE IS FACILITATING A FRAUD AGAINST THE INSURER, SUBMITS AN APPLICATION OR FILES A CLAIM CONTAINING A FALSE OR DECEPTIVE STATEMENT MAY BE GUILTY OF INSURANCE FRAUD.**

**NOTICE TO ALABAMA, ARKANSAS, LOUISIANA, NEW MEXICO AND RHODE ISLAND 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 AGENCIES.

**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 IN THE THIRD DEGREE.

**NOTICE TO KANSAS APPLICANTS:** ANY PERSON WHO, KNOWINGLY 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 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 MATERIALLY 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, NEW JERSEY, NEW YORK, OHIO AND 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 CLAIMS 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. (IN NEW YORK, THE CIVIL PENALTY IS NOT TO EXCEED FIVE THOUSAND DOLLARS (\$5,000) AND THE STATED VALUE OF THE CLAIM FOR EACH SUCH VIOLATION.)

**NOTICE TO MAINE, 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 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 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 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.

**SIGNATURE SECTION**

THE UNDERSIGNED AUTHORIZED EMPLOYEE OF THE APPLICANT DECLARES THAT THE STATEMENTS SET FORTH HEREIN ARE TRUE. THE UNDERSIGNED AUTHORIZED EMPLOYEE AGREES THAT IF THE INFORMATION SUPPLIED ON THIS APPLICATION CHANGES BETWEEN THE DATE OF THIS APPLICATION AND THE EFFECTIVE DATE OF THE INSURANCE, HE/SHE WILL, IN ORDER FOR THE INFORMATION TO BE ACCURATE ON THE EFFECTIVE DATE OF THE INSURANCE, IMMEDIATELY NOTIFY THE UNDERWRITER OF SUCH CHANGES, AND THE UNDERWRITER MAY WITHDRAW OR MODIFY ANY OUTSTANDING QUOTATIONS OR AUTHORIZATIONS OR AGREEMENTS TO BIND THE INSURANCE. FOR NEW HAMPSHIRE APPLICANTS, THE FOREGOING STATEMENT IS LIMITED TO THE BEST OF THE UNDERSIGNED'S KNOWLEDGE, AFTER REASONABLE INQUIRY. IN MAINE, THE UNDERWRITERS MAY MODIFY BUT MAY NOT WITHDRAW ANY OUTSTANDING QUOTATIONS OR AUTHORIZATIONS OR AGREEMENTS TO BIND THE INSURANCE.

NOTHING CONTAINED HEREIN OR INCORPORATED HEREIN BY REFERENCE SHALL CONSTITUTE NOTICE OF A CLAIM OR POTENTIAL CLAIM SO AS TO TRIGGER COVERAGE UNDER ANY CONTRACT OF INSURANCE. NO COVERAGE SHALL BE AFFORDED FOR ANY CLAIMS ARISING OUT OF A CIRCUMSTANCE NOT DISCLOSED IN THIS APPLICATION.

SIGNING OF THIS APPLICATION DOES NOT BIND THE APPLICANT OR THE UNDERWRITER 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 BECOME PART OF THE POLICY.

ALL WRITTEN STATEMENTS AND MATERIALS FURNISHED TO THE INSURER IN CONJUNCTION WITH THIS APPLICATION ARE HEREBY INCORPORATED BY REFERENCE INTO THIS APPLICATION AND MADE A PART HEREOF. FOR NORTH CAROLINA, UTAH, AND WISCONSIN APPLICANTS, SUCH APPLICATION MATERIALS ARE PART OF THE POLICY, IF ISSUED, ONLY IF ATTACHED AT ISSUANCE.

Signed\*: \_\_\_\_\_

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

Print Name: \_\_\_\_\_  
(Owner, Partner, Authorized Officer)

Title: \_\_\_\_\_

If this **Application** is completed in Florida, please provide the Insurance Agent's name and license number. If this **Application** is completed in Iowa or New Hampshire, please provide the Insurance Agent's name and signature only.

Agent's Printed Name: \_\_\_\_\_

Florida Agent's License Number: \_\_\_\_\_

Agent's Signature\*: \_\_\_\_\_

\*If you are electronically submitting this document, apply your electronic signature to this form by checking the Electronic Signature and Acceptance box below. By doing so, you agree that your use of a key pad, mouse, or other device to check

the Electronic Signature and Acceptance box constitutes your signature, acceptance, and agreement as if actually signed by you in writing and has the same force and effect as a signature affixed by hand.

Electronic Signature and Acceptance – Authorized Representative

Electronic Signature and Acceptance - Producer