



CHUTTER

UNDERWRITING SERVICES

ROOFING CGL RENEWAL NOTICE

IN ORDER FOR US TO PREPARE OUR RENEWAL TERMS WE REQUIRE THE FOLLOWING:

1. ADVISE OF ANY CHANGE IN PREVIOUS INFORMATION (EXCEPT AS SHOWN HEREIN), BUSINESS OPERATIONS OR LOCATIONS.

2. NUMBER OF FULL TIME EMPLOYEES (INCLUDING PRINCIPALS) _____ GROSS PAYROLL _____
NUMBER OF PART TIME EMPLOYEES (INCLUDING PRINCIPALS) _____ GROSS PAYROLL _____

3. ESTIMATED GROSS REVENUE - NEXT 12 MONTHS
CUS USES THE FOLLOWING MAIN CATEGORIES TO DISTINGUISH EXPOSURE - ALL REVENUES (FOR ALL SERVICES, LABOR & MATERIALS PROVIDED AT INVOICE VALUE) FROM WORK ASSOCIATED WITH A PARTICULAR CATEGORY (SUCH AS PREP WORK, FLASHINGS, DRAINS, CLEAN UP, ETC.) SHOULD BE DECLARED WITHIN THAT CATEGORY.

GROSS REVENUE

- 1 - HOT WORK INVOLVING OPEN FLAME TORCH - SUCH AS TORCH ON MEMBRANE, TORCH APPLIED SYSTEMS, MODIFIED BITUMEN USING TORCH. _____
- 2 - HOT WORK OTHER THAN OPEN FLAME TORCH OR HOT AIR WELDING - SUCH AS HOT BUR (BUILT UP ROOF), HOT MOP, HOT ASPHALT, HOT TAR & GRAVEL - ALL INVOLVE THE USE OF A KETTLE AND HOT LIQUID. _____
- 3 - HOT AIR WELDING - TPO (THERMOPLASTIC OLEFEN), PVC (POLY VINYL CHLORIDE), HEAT GUNS, HEAT WELDERS, THERMAL WELDING. _____
- 4 - COLD WORK OTHER THAN SHAKE, SHINGLE, TILE OR METAL ROOFING - SUCH AS COLD BUR (BUILT UP ROOF), COLD MEMBRANE, EPDM (ETHYLENE PROPYLENE DIENE MONOMER - RUBBER BASED), MODIFIED BITUMEN (ADHESIVE/PEEL & STICK). _____
- 5 - SHAKE, SHINGLE, TILE AND METAL CLAD ROOFING. _____
- 6 - NON-ROOFING RELATED (DESCRIBE). _____

4. ACTUAL GROSS REVENUE FOR PAST 3 YEARS -
PAST 12 MONTHS? _____
2ND YEAR: _____
3RD YEAR? _____

5. A) IF ANY WORK IS COMMITTED TO SUB-CONTRACTORS OR INDEPENDENT CONTRACTORS PLEASE ADVISE ANNUAL COST AND TYPE OF WORK?
- B) ARE ALL SUB-CONTRACTORS AND INDEPENDENT CONTRACTORS REQUIRED TO PROVIDE EVIDENCE OF CGL INSURANCE AND IF SO FOR WHAT MINIMUM LIMIT?
6. % SPLIT BETWEEN RESIDENTIAL (BEING SINGLE FAMILY DWELLINGS) AND COMMERCIAL (BEING ALL OTHER WORK INCLUDING APARTMENT, TOWNHOUSE AND CONDO COMPLEXES)?
7. % SPLIT BETWEEN ROOFING INVOLVING NEW BUILDING CONSTRUCTION AND RE-ROOFING/REPAIR WORK INVOLVING EXISTING BUILDINGS?
8. % SPLIT ON TOTAL GROSS REVENUE - LABOR VS. MATERIALS?
9. ADVISE OF ANY LIABILITY ACCIDENTS OR OCCURRENCES WHICH MAY GIVE RISE TO A CLAIM BUT NOT YET REPORTED TO US.
10. ARE THERE ANY CHANGES IN PREVIOUSLY DECLARED OUTSTANDING CLAIMS INSURED ELSEWHERE?
11. OTHER: UPDATE ANY ADDITIONAL INFORMATION AS PROVIDED LAST YEAR (ATTACH IF NECESSARY)

Please don't hesitate to call if you have any questions regarding this notice. Best Regards,

Morgan Chutter

IMPORTANT: PLEASE NOTE, IF WE DO NOT HAVE AN ORDER TO BIND PRIOR TO THE EXPIRY DATE, THIS POLICY WILL AUTOMATICALLY LAPSE.