

Chutter Underwriting Services#420 – 321 Water Street, Vancouver, BC V6B 1B8
Toll Free: 1-888-382-6697 Ext. 3 Fax: 604-984-6140**CGL RENEWAL INFORMATION**

In order for us to prepare our renewal terms, we require the following:

INSURED / NAMED INSURED	POLICY NUMBER	POLICY EXPIRY DATE
<input type="text"/>	<input type="text"/>	<input type="text"/>

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

2. EMPLOYEES (INCLUDING PRINCIPALS) & GROSS PAYROLL

# FULL TIME	GROSS PAYROLL (FT)	# PART TIME	GROSS PAYROLL (PT)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

3. ESTIMATED GROSS REVENUE — NEXT 12 MONTHS (SAME SPLIT PER AREA OF OPERATION AS LAST YEAR; IF DIFFERENT, SUPPLY/ADVISE)

4. ACTUAL GROSS REVENUE FOR PAST 12 MONTHS

5A. IF ANY WORK IS COMMITTED TO SUB-CONTRACTORS / INDEPENDENT CONTRACTORS, ADVISE ANNUAL COST AND TYPE OF WORK

5B. ARE ALL SUB-CONTRACTORS / INDEPENDENT CONTRACTORS REQUIRED TO PROVIDE EVIDENCE OF CGL INSURANCE? IF SO, FOR WHAT MINIMUM LIMIT?

CGL RENEWAL INFORMATION (continued)

6. FOREIGN OR U.S. EXPOSURE (DESCRIBE AND SHOW REVENUE / LOCATIONS / EMPLOYEES BY COUNTRY)

7. ANY CHANGE TO PRODUCTS SOLD? ANY PRODUCTS RECALLED? NEW PRODUCTS? (ATTACH PRODUCT LIST / BROCHURES IF AVAILABLE)

8. OTHER: UPDATE ANY ADDITIONAL INFORMATION AS PROVIDED LAST YEAR (ATTACH IF NECESSARY)

9. ADVISE OF ANY LIABILITY ACCIDENTS OR OCCURRENCES IN THE LAST 5 YEARS 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 IN THE LAST 5 YEARS?

AUTHORIZATION

FULL NAME (PRINT)

POSITION HELD AT INSURED

DATE

SIGNATURE

Please don't hesitate to call if you have any questions regarding this notice. Best regards, Chutter Underwriting Services.

IMPORTANT

If we do not have an order to bind prior to the expiry date, this policy will automatically lapse.