

One Bala Plaza, Suite 100 Bala Cynwyd, PA 19004

A Member of the Tokio Marine Group

TUTORING SUPPLEMENTAL

SUBMISSION REQUIREMENTS

Currently valued insurance company loss runs for the current policy period plus three prior years

SECTION I - GENERAL INFORMATION

- 1. Applicant: 2. Mailing Address: 3. Location Address: 4. Website Address: Effective Date: Date business started: Has the tutoring center had any paid or reported claims in the past three years? Yes No 6. 7. Is the tutoring center part of a franchise? Yes No If yes, what is the name of the franchise: Does the Applicant follow all employee policies and procedures recommended by the 8. franchisor? Yes No 9. Do tutors have teaching credentials? Yes No
 - If no, what are the minimum qualifications for the tutors:
- 10. Applicant's pro forma financial income / loss projections for the next 3 years.

	Year 1	Year 2		Year 3			
	\$	\$		\$			
1.	Total number of tutors:						
2.	What percentage of staff is:	Employees: %	Indep	endent Contractors:	%		
3.	Total number of students enr	olled:					
4.	Average daily attendance:						
5.	Annual payroll: \$	Annual i	revenue	:\$			
6.	Where does the tutoring take place (check all that apply)						
	Tutoring center	Student's home	Oth	er (please describe):			
7.	If at "student's home", is there	e at least one parent pr	esent at	all times?		Yes	
8.	Age range of students being	tutored:					
9.	Is this strictly academic tutori	ng?				Yes	
	If no, what programs does the	e Applicant offer?					

- 20. Are tutors allowed to transport students in their personal vehicles? Yes No If yes, is personal insurance verified and are Motor Vehicle Reports checked? Yes No 21. The standard General Liability limits quoted are \$1,000,000/\$2,000,000. If higher General Liability limits are required by contract, please provide a copy of the contract. Required Limits: \$ Yes No
- 22. Does the Applicant want corporal punishment coverage?

23.	Is Umbrella coverage being requested? <i>If in business less than 3 years, maximum available limit is \$1,000,000</i> If yes, what limit is needed?						No
	\$1,000,000	\$2,000,000	\$3,000,000	\$4,000,000	\$5,000,000		
	SECTION II – ABUSE & MOLESTATION						

PLEA	SE NOTE: Standard Abuse and Molest	ation limits provided with prop	per controls in place are	\$100,000	/\$300,000	
	Optional Limits available:	\$500,000/\$500,000	\$1,000,000/\$1,00	00,000		
1.	Do the Applicant's contracts requir				Yes	No
2.	If yes, what are the required abuse Does the Applicant's staff (paid or					
۷.	about whether the individual has e					
	or child abuse related offenses?	· · · · · · · · · · · · · · · · · · ·			Yes	No
3.	Does the Applicant's state permit y				Yes	No
	If yes, does the Applicant routinely			ons?	Yes	No
4.	Are federal and state criminal back	ground checks performed			Yes	No
_	De envireden en deut contractore b		Volunteers?		Yes	No
5.	Do any independent contractors has they will be physically touching and		perform operations whe	re	Yes	No
	If yes, please explain:				165	INU
6.	Does the Applicant perform backg				Yes	No
7.	Is there a new employee and volur					
	awareness?				Yes	No
8.	Does the Applicant verify employm				Yes	No
9. 10.	Does the Applicant conduct person		val abuaa?		Yes Yes	No No
10.	Does the Applicant have written pr If yes, please attach a copy.	ocedures dealing with sext			165	INO
11.	Does the Applicant have a plan of	supervision that monitors s	staff in day-to-day			
	relationships with clients, both on a		<i>,</i>		Yes	No
12.	Does the tutoring center have spec		on identifying and repor	rting		
	incidents of sexual abuse and mole			_	Yes	No
13.	Has the Applicant ever had an inci If yes, please describe the incident		llegation of sexual abu	se?	Yes	No

	Was a claim made against the organization?	Yes	No
	Was the case settled?	Yes	No
	Was the case taken to trial?	Yes	No
	How much money was paid in damages to the victim: \$		
14.	Regarding coverage for Abuse & Molestation, does your current insurance program:		
	exclude coverage?	Yes	No
	limit coverage?	Yes	No
	If yes, please indicate limit of liability: \$		
	neither excludes nor limits coverage?	Yes	No

SECTION III - PROPERTY

PLEASE NOTE: If coverage is needed for more than one location, Property ACORD applications are required.							
1.	Address:						
2.	Square footage	e of your center:					
3.	Construction of	the building the center is in	1:				
	Frame	Joisted Masonry	Masonry Noncombustible	Fire Resistive			
4.	Number of stori	ies in this building:					
5.	Year this buildir	ng was built:					
6.	Is this tutoring o	center the sole occupant of	this building?	Yes	No		

- Does this tutoring center have a central station burglary alarm?
 Replacement cost of the tutoring center's improvement and betterments: \$
- Replacement cost of the tutoring center's improvement and betterments: \$
 Replacement cost of the tutoring center's contents: \$
- 10. Property deductible desired: \$1,000 \$2,500 \$5,000
- 11. Do you have a plan to relocate in the event of a total loss to your Center? Yes No
- 12. Landlord's name and address if to be added as an Additional Insured:
- 13. Loss Payee name and address if to be added for leased or financed property:

Optional Coverages (check if desired.):

Automobile Non-Owned and Hired Car (this coverage is not available for in-home tutoring). Crime – Employee Dishonesty: \$10,000; Money and Securities In & Out: \$10,000; Deductible \$500

No

WINTER WEATHER FREEZE PROTECTION

The Winter Weather Freeze Section is mandatory on all risks that have a prior winter freeze loss greater than \$25,000 or 10% of the building TIV in the past 5 years OR a location in states commonly experiencing freezing temperatures. These states include but are not limited to: AL, AR, AZ, CO, CT, DE, DC, GA, IA, ID, IL, IN, KS, KY, MA, MD, ME, MI, MN, MO, MS, MT, NC, ND, NE, NH, NJ, NY, OH, OK, PA, RI, SC, SD, TN, TX, UT, VA, VT, WA, WI, WV, WY Can the Applicant reliably confirm that all areas of the Applicant's building with fire sprinkler 1. piping and/ or domestic water lines can be maintained at 45° F or higher? N/A Yes No This includes exterior accessed sprinkler riser rooms, as well as attics, crawl spaces, and stairwells if they have water lines in them. a. If not, select all freeze protection measures currently in place: Temperature monitoring and remote heating control system (Wi-Fi temperature controls) PHLYSense Other water detection/ notification/ alarm system Backup electrical generator, ensuring building heat at all times Insulation around water pipes in cold areas* Heat tracing for water pipes in cold areas* Antifreeze fire sprinkler system in cold areas* Space heaters or heated forced air in attics, crawl spaces, stairwells with fire sprinklers Other:

Cold areas are defined as portions of a building that cannot be maintained at all times reliably at or above 45° F.
 Fire Protection and Testing

2.	Fire Protection and Testing			
	a. Is the building provided with an Automatic Fire Sprinkler System (AS)?	Yes	No	N/A
	i. If yes, what type of sprinkler system is installed? Wet-Pipe Dry-Pipe	Both		
	ii. If yes, approximately what percentage (%) of the building is sprinklered?			
	iii. If yes, has the system been tested & inspection by qualified sprinkler contractor			
	within past 12 months & includes a formal winterization review?	Yes	No	N/A
	iv. If yes, are the alarms tied to a 24 hour UL listed monitoring company?	Yes	No	N/A
3.	Emergency Water Response (domestic and AS water lines)	163	NO	11/7
0.	a. Are water shutoff valves (domestic and AS water lines) marked and readily accessible?	Yes	No	N/A
	b. Are water shutoff valves exercised (closed and reopened) at least annually?	Yes	No	N/A
	c. Is the staff qualified to respond and shut off the water main during normal business	163	NO	11/7
	hours and off hours?	Yes	No	N/A
4.	Automatic Water Shutoff Devices	100	110	1 1/7 1
т.	a. For domestic water lines, is there a water flow detection, notification and automatic			
	shutoff?	Yes	No	N/A
5.	Unused/ Vacant Spaces	100	110	1 1/7 1
0.	a. Does Applicant have a formal process to turn off and drain domestic water lines for			
	these spaces?	Yes	No	N/A
6.	Seasonal Occupancies ONLY:	103	NO	11/7
0.	a. Is there a full-time caretaker/ maintenance personnel on the premise?	Yes	No	N/A
	If yes, select required duties of the caretaker:	163	NO	11/7
	Regular walkthroughs of the building			
	i. How often each day?			
	Trained in the location(s) of water shut off valve(s)			
	Inspects taps and leaves them dripping in freeze weather events			
	Shuts off or drains pipes during freezing temperatures			
	Monitors building temperatures ensuring heat is maintained at required levels			
	Responds to power outages			
	i. List of required procedures			

b. If no caretaker is present, has the building been properly winterized including water turned off, pipes drained, heat maintained, proper pipe insulation, etc.?

Yes No N/A

FRAUD STATEMENT AND SIGNATURE SECTIONS

The Undersigned states that they/ them are an authorized representative of the Applicant and declares to the best of their knowledge and belief and after reasonable inquiry, that the statements set forth in this Application (and any attachments submitted with this Application) are true and complete and may be relied upon by Company * in quoting and issuing the policy. If any of the information in this Application changes prior to the effective date of the policy, the Applicant will notify the Company of such changes and the Company may modify or withdraw the quote or binder.

The signing of this Application does not bind the Company to offer, or the Applicant to purchase the policy. *Company refers collectively to Philadelphia Indemnity Insurance Company and Tokio Marine Specialty Insurance Company

VIRGINIA APPLICANT: READ YOUR POLICY. THE POLICY OF INSURANCE FOR WHICH THIS APPLICATION IS BEING MADE, IF ISSUED, MAY BE CANCELLED WITHOUT CAUSE AT THE OPTION OF THE INSURER AT ANY TIME IN THE FIRST 60 DAYS DURING WHICH IT IS IN EFFECT AND AT ANY TIME THEREAFTER FOR REASONS STATED IN THE POLICY.

FRAUD NOTICE STATEMENTS

ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER 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 THAT PERSON TO CRIMINAL AND CIVIL PENALTIES (IN OREGON, THE AFOREMENTIONED ACTIONS MAY CONSTITUTE A FRAUDULENT INSURANCE ACT WHICH MAY BE A CRIME AND MAY SUBJECT THE PERSON TO PENALTIES). (NOT APPLICABLE IN AL, AR, CA, CO, DC, FL, KS, KY, LA, ME, MD, NJ, NY, OH, OK, PA, RI, TN, VA, VT, WA AND WV).

APPLICABLE IN AL, AR, LA, MD, RI AND WV: ANY PERSON WHO KNOWINGLY (OR WILLFULLY IN MD) PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR WHO KNOWINGLY (OR WILLFULLY IN MD) PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO FINES AND/OR CONFINEMENT IN PRISON (IN ALABAMA, MAYBE SUJECT TO RESTITUTION FINES OR CONFINEMENT IN PRISON, OR ANY COMBINATION THEREOF).

APPLICABLE IN CALIFORNIA: FOR YOUR PROTECTION CALIFORNIA LAW REQUIRES THE FOLLOWING TO APPEAR ON THIS FORM: ANY PERSON WHO KNOWINGLY PRESENTS FALSE OR FRAUDLENT INFORMATION TO OBTAIN OR AMEND INSURANCE COVERAGE OR TO MAKE A CLAIM FOR PAYMENT OF A LOSS IS GUILTY OF A CRIME AND MAY BE SUBJECT TO FINES AND CONFINEMENT IN STATE PRISON.

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 POLICYHOLDER OR CLAIMANT FOR THE PURPOSE OF DEFRAUDING OR ATTEMPTING TO DEFRAUD THE 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.

APPLICABLE IN 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 KANSAS: AN ACT COMMITTED BY 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 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, FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO.

APPLICABLE IN KENTUCKY: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSONS FILES AN APPLICATION FOR INSURANCE 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.

APPLICABLE IN MAINE: 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.

APPLICABLE IN NEW JERSEY: ANY PERSON WHO INCLUDES ANY FALSE OR MISLEADING INFORMATION ON AN APPLICATION FOR AN INSURANCE POLICY IS SUBJECT TO CRIMINAL AND CIVIL PENALTIES.

APPLICABLE IN NEW MEXICO: 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 CIVIL FINES AND CRIMINAL PENALTIES.

APPLICABLE IN OHIO: ANY PERSON WHO, WITH INTENT TO DEFRAUD OR KNOWING THAT HE IS FACILITATING A FRAUD AGAINST AN INSURER, SUBMITS AN APPLICATION OR FILES A CLAIM CONTAINING A FALSE OR DECEPTIVE 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 PENNSYLVANIA: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER 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 SUCH PERSON TO CRIMINAL AND CIVIL PENALTIES.

APPLICABLE IN TENNESSEE, VIRGINIA AND 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.

APPLICABLE IN VERMONT: ANY PERSON WHO KNOWINGLY PRESENTS A FALSE STATEMENT IN AN APPLICATION FOR INSURANCE MAY BE GUILTY OF A CRIMINAL OFFENSE AND SUBJECT TO PENALTIES UNDER STATE LAW.

APPLICABLE IN NEW YORK: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER 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 SHALL ALSO BE SUBJECT TO A CIVIL PENALTY NOT TO EXCEED FIVE THOUSAND DOLLARS AND THE STATED VALUE OF THE CLAIM FOR EACH SUCH VIOLATION. THIS APPLIES TO AUTO INSURANCE.

NAME (PLEASE PRINT/TYPE)

TITLE (MUST BE SIGNED BY THE PRESIDENT, BOARD CHAIR, CEO OR EXECUTIVE DIRECTOR)

SIGNATURE

DATE

AGENCY

SECTION TO BE COMPLETED BY THE PRODUCER/BROKER/AGENT

PRODUCER (If this is a Florida Risk, Producer means Florida Licensed Agent)

PRODUCER LICENSE NUMBER (If this a Florida Risk, Producer means Florida Licensed Agent)

ADDRESS (STREET, CITY, STATE, ZIP)