

## **Submission Checklist**

| ☐ Fully completed Acord applications for all LOB's excluding Workers' Compensation  |
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| ☐ Fully completed Supplemental Applications with Insured's signature:   |
| <ul> <li>Go to the website: <a href="www.recycleguard.com">www.recycleguard.com</a>, navigate to "Applications" on the bottom of the page, and download the following PDF application(s):         <ul> <li>General Supplemental- REQUIRED ON ALL ACCOUNTS</li> <li>IN ADDITION, where applicable when operations include these commodities:</li></ul></li></ul> |
| Auto dismantlers  |
| <ul><li>Plastic</li></ul>   |
| ☐ <b>Confirm if ISRI member:</b> <a href="www.isri.org">www.isri.org</a> and indicate as such on your submission (note it may be unde the owner(s) name in lieu of the company name)  |
| ☐ 5 years currently valued loss runs  |
| ☐ <b>Explanation of losses over \$10,000, if any</b> (including explanation of what has been done to prevent a reoccurrence)  |
| $\square$ <b>Explanation of SAFER violations, if any</b> (including explanation of what has been done to prevent a reoccurrence)  |
| ☐ Details of any telematics that exist in auto units  |
| $\square$ Details of any fire suppression systems that exist in large machinery units   |
| <ul> <li>☐ Complete drivers list - If Private Passenger and/or DOC coverage is requested, please list all family members who will be driving the personal use vehicles</li> <li>☐ MVR's (if available)</li> </ul>   |
| ☐ Federal Employer Identification Number (FEIN)   |
| ☐ Expiring Premiums and/or Target Premiums – by line of coverage  |
| If ISRI MEMBER:   |
| $\square$ Fully completed Workers' Compensation application   |
| ☐ Workers' Compensation Experience Modification Worksheet   |
| ☐ Workers' Compensation Supplemental  |
| Thank you for your business!  |

## Send completed applications to:

## Susan M. Diecidue

Underwriting Manager RecycleGuard Insurance Program

Toll Free: (888) 225-4725 Direct Phone: (603) 334-3019 Cell Phone: (603) 686-1178

Fax: (603) 334-3090

Email: susan.diecidue@amwins.com

## FOR UNDERWRITER/ASSOCIATE UNDERWRITER CONTACT INFORMATION:

On our website, <u>www.recycleguard.com</u>, navigate to the bottom of the page again under "learn more" and download the contact list.