

ACORD 833 MN (2014/12) - Minnesota Lawyers Professional Liability Section

ACORD 833 MN, Minnesota Lawyers Professional Liability Section, is used to apply for lawyers professional liability coverage in Minnesota.

The form was designed to be used in conjunction with ACORD 825, Professional / Specialty Insurance Application. This form must be attached to ACORD 825 for a completed application submission.

Form Page 1

Section Name	Field Name	Description
IDENTIFICATION SECTION	Agency Customer ID	Enter identifier: The customer's identification number assigned by the producer (e.g., agency or brokerage).
IDENTIFICATION SECTION	Date	Enter date: The date on which the form is completed. (MM/DD/YYYY)
IDENTIFICATION SECTION	Agency	Enter text: The full name of the producer / agency.
IDENTIFICATION SECTION	Policy Number	Enter identifier: The identifier assigned by the insurer to the policy, or submission, being referenced exactly as it appears on the policy, including prefix and suffix symbols. If required for self-insurance, the self-insured license or contract number.
IDENTIFICATION SECTION	Effective Date	Enter date: The effective date of the policy. The date that the terms and conditions of the policy commence. (MM/DD/YYYY)
IDENTIFICATION SECTION	Carrier	Enter text: The insurer's full legal company name(s) as found in the file copy of the policy. Use the actual name of the company within the group to which the policy has been issued. This is not the insurer's group name or trade name.
IDENTIFICATION SECTION	NAIC Code	Enter code: The identification code assigned to the insurer by the NAIC.
IDENTIFICATION SECTION	Named Insured	Enter text: The named insured(s) as it / they will appear on the policy declarations page.
IDENTIFICATION SECTION	DBA	Enter text: The name by which an organization is doing business.
COVERAGE REQUESTED	Limit Per Claim Amount	Enter limit: The limit amount for each claim.
COVERAGE REQUESTED	Limit Aggregate	Enter limit: The aggregate limit amount.
COVERAGE REQUESTED	Retention Per Claim Amount	Enter limit: The retained limit amount.
COVERAGE REQUESTED	Retention Aggregate	Enter amount: The current retained aggregate amount.
COVERAGE REQUESTED	Annual Premium Per Claim Amount	Enter amount: The annual modified premium charged (not including taxes or service charges).
COVERAGE REQUESTED	Effective Date	Enter date: The effective date of the policy. The date that the terms and conditions of the policy commence. (MM/DD/YYYY)
COVERAGE REQUESTED	Expiration Date	Enter date: The date on which the terms and conditions of the policy will expire. (MM/DD/YYYY)

COVERAGE REQUESTED	Requested Retroactive Date	Enter date: The requested retroactive date if the policy was issued on a Claims Made basis.
COVERAGE REQUESTED	Separate Defense Cost Limit	Enter limit: The limit amount for separate defense costs.
COVERAGE REQUESTED	Inside	Check the box (if applicable): Indicates the defense limit is inside.
COVERAGE REQUESTED	Outside	Check the box (if applicable): Indicates the defense limit is outside.
BRANCH OFFICES	City	Enter text: The branch office's city name.
BRANCH OFFICES	State	Enter code: The state or province code where the branch office is located.
BRANCH OFFICES	Billings Percentage	Enter percentage: The percentage of the firm-wide gross billings from the previous fiscal year.
BRANCH OFFICES	# of Full Time Attorneys Resident in Office	Enter number: The number of employees that are attorneys.
BRANCH OFFICES	Date of Organization of Office	Enter date: The date the current owners purchased or started the business.
BRANCH OFFICES	City	Enter text: The branch office's city name.
BRANCH OFFICES	State	Enter code: The state or province code where the branch office is located.
BRANCH OFFICES	Billings Percentage	Enter percentage: The percentage of the firm-wide gross billings from the previous fiscal year.
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BRANCH OFFICES	City	Enter text: The branch office's city name.
BRANCH OFFICES	State	Enter code: The state or province code where the branch office is located.
BRANCH OFFICES	Billings Percentage	Enter percentage: The percentage of the firm-wide gross billings from the previous fiscal year.
BRANCH OFFICES	# of Full Time Attorneys Resident in Office	Enter number: The number of employees that are attorneys.
BRANCH OFFICES	Date of Organization of Office	Enter date: The date the current owners purchased or started the business.
AREA(S) OF LAW	Admiralty Last Year %	Enter percentage: The percentage breakdown last year for admiralty.
AREA(S) OF LAW	Admiralty This Year %	Enter percentage: The percentage breakdown this year for admiralty.
AREA(S) OF LAW	Admiralty % Plaintiff	Enter percentage: The current plaintiff percent breakdown within area of law - admiralty.
AREA(S) OF LAW	Admiralty % Defense	Enter percentage: The current defense percent breakdown within area of law - admiralty.

AREA(S) OF LAW	Antitrust Last Year %	Enter percentage: The percentage breakdown last year for antitrust.
AREA(S) OF LAW	Antitrust This Year %	Enter percentage: The percentage breakdown this year for antitrust.
AREA(S) OF LAW	Antitrust % Plaintiff	Enter percentage: The current plaintiff percent breakdown within area of law - antitrust.
AREA(S) OF LAW	Antitrust % Defense	Enter percentage: The current defense percent breakdown within area of law - antitrust.
AREA(S) OF LAW	Antitrust % Plaintiff Class Action	Enter percentage: The current plaintiff class action percent breakdown within area of law - antitrust.
AREA(S) OF LAW	Aviation Last Year %	Enter percentage: The percentage breakdown last year for aviation.
AREA(S) OF LAW	Aviation This Year %	Enter percentage: The percentage breakdown this year for aviation.
AREA(S) OF LAW	Bankruptcy Last Year %	Enter percentage: The percentage breakdown last year for bankruptcy.
AREA(S) OF LAW	Bankruptcy This Year %	Enter percentage: The percentage breakdown this year for bankruptcy.
AREA(S) OF LAW	Bankruptcy % Creditor	Enter percentage: The current creditor percent breakdown within area of law - bankruptcy.
AREA(S) OF LAW	Bankruptcy % Debtor	Enter percentage: The current debtor percent breakdown within area of law - bankruptcy.
AREA(S) OF LAW	Bankruptcy % Court Appointed Trustee	Enter percentage: The current court appointed trustee percent breakdown within area of law - bankruptcy.
AREA(S) OF LAW	Class Action/Mass Tort Last Year %	Enter percentage: The percentage breakdown last year for class action.
AREA(S) OF LAW	Class Action/Mass Tort This Year %	Enter percentage: The percentage breakdown this year for class action.
AREA(S) OF LAW	Class Action/Mass Tort % Plaintiff	Enter percentage: The current plaintiff percent breakdown within area of law - class action.
AREA(S) OF LAW	Class Action/Mass Tort % Defense	Enter percentage: The current defense percent breakdown within area of law - class action.
AREA(S) OF LAW	Class Action/Mass Tort % Other	Enter percentage: The other percent breakdown within area of law - class action.
AREA(S) OF LAW	Collections Last Year %	Enter percentage: The percentage breakdown last year for collections.
AREA(S) OF LAW	Collections This Year %	Enter percentage: The percentage breakdown this year for collections.
AREA(S) OF LAW	Collections % Commercial	Enter percentage: The current commercial percent breakdown within area of law - collections.
AREA(S) OF LAW	Collections % Consumer	Enter percentage: The current consumer percent breakdown within area of law - collections.
AREA(S) OF LAW	Commercial Last Year %	Enter percentage: The percentage breakdown last year for commercial.

AREA(S) OF LAW	Commercial This Year %	Enter percentage: The percentage breakdown last year for commercial.
AREA(S) OF LAW	Construction Last Year %	Enter percentage: The percentage breakdown last year for construction.
AREA(S) OF LAW	Construction This Year %	Enter percentage: The percentage breakdown this year for construction.
AREA(S) OF LAW	Corporate Last Year %	Enter percentage: The percentage breakdown last year for corporate.
AREA(S) OF LAW	Corporate This Year %	Enter percentage: The percentage breakdown this year for corporate.
AREA(S) OF LAW	Corporate % Formulations/Dissolutions	Enter percentage: The current formations dissolutions percent breakdown within area of law - corporate.
AREA(S) OF LAW	Corporate % Mergers/Acquisitions	Enter percentage: The current mergers acquisitions percent breakdown within area of law - corporate.
AREA(S) OF LAW	Corporate % Other	Enter percentage: The other percent breakdown within area of law - corporate.
AREA(S) OF LAW	Corporate-General Last Year %	Enter percentage: The percentage breakdown last year for corporate general.
AREA(S) OF LAW	Corporate-General This Year %	Enter percentage: The percentage breakdown this year for corporate general.
AREA(S) OF LAW	Criminal Last Year %	Enter percentage: The percentage breakdown last year for criminal.
AREA(S) OF LAW	Criminal This Year %	Enter percentage: The percentage breakdown this year for criminal.
AREA(S) OF LAW	Domestic Relations Last Year %	Enter percentage: The percentage breakdown last year for domestic relations.
AREA(S) OF LAW	Domestic Relations This Year %	Enter percentage: The percentage breakdown this year for domestic relations.
AREA(S) OF LAW	Domestic Relations % Divorce	Enter percentage: The current divorce percent breakdown within area of law - domestic relations.
AREA(S) OF LAW	Domestic Relations % Adoption	Enter percentage: The current adoption percent breakdown within area of law - domestic relations.
AREA(S) OF LAW	Domestic Relations % Other	Enter percentage: The other percent breakdown within area of law - domestic relations.
AREA(S) OF LAW	Entertainment Last Year %	Enter percentage: The percentage breakdown last year for entertainment.
AREA(S) OF LAW	Entertainment This Year %	Enter percentage: The percentage breakdown this year for entertainment.
AREA(S) OF LAW	Environmental Last Year %	Enter percentage: The percentage breakdown last year for environmental.
AREA(S) OF LAW	Environmental This Year %	Enter percentage: The percentage breakdown this year for environmental.

AREA(S) OF LAW	Environmental % Compliance Advice	Enter percentage: The current compliance advice percent breakdown within area of law - environmental.
AREA(S) OF LAW	Environmental % Other	Enter percentage: The other percent breakdown within area of law - environmental.
AREA(S) OF LAW	Financial Institutions Last Year %	Enter percentage: The percentage breakdown last year for financial institutions.
AREA(S) OF LAW	Financial Institutions This Year %	Enter percentage: The percentage breakdown this year for financial institutions.
AREA(S) OF LAW	Health Care Last Year %	Enter percentage: The percentage breakdown last year for healthcare.
AREA(S) OF LAW	Health Care This Year %	Enter percentage: The percentage breakdown this year for healthcare.
AREA(S) OF LAW	Immigration Last Year %	Enter percentage: The percentage breakdown last year for immigration.
AREA(S) OF LAW	Immigration This Year %	Enter percentage: The percentage breakdown last year for immigration.
AREA(S) OF LAW	Insurance Defense Last Year %	Enter percentage: The percentage breakdown this year for insurance defense.
AREA(S) OF LAW	Insurance Defense This Year %	Enter percentage: The percentage breakdown this year for insurance defense.
AREA(S) OF LAW	Intellectual Property Last Year %	Enter percentage: The percentage breakdown last year for intellectual property.
AREA(S) OF LAW	Intellectual Property This Year %	Enter percentage: The percentage breakdown last year for intellectual property.
AREA(S) OF LAW	Intellectual Property % Patent Prosecution	Enter percentage: The patent prosecution percent breakdown within area of law - intellectual property.
AREA(S) OF LAW	Intellectual Property % Copyright/Trademark	Enter percentage: The copyright percent breakdown within area of law - intellectual property.
AREA(S) OF LAW	Intellectual Property % Other	Enter percentage: The other percent breakdown within area of law - intellectual property.
AREA(S) OF LAW	Labor Relations Last Year %	Enter percentage: The percentage breakdown last year for labor relations.
AREA(S) OF LAW	Labor Relations This Year %	Enter percentage: The percentage breakdown this year for labor relations.
AREA(S) OF LAW	Labor Relations % Management	Enter percentage: The management percent breakdown within area of law - labor relations.
AREA(S) OF LAW	Labor Relations % Union Labor	Enter percentage: The union percent breakdown within area of law - labor relations.

AREA(S) OF LAW	Labor Relations % Other	Enter percentage: The other percent breakdown within area of law - labor relations.
AREA(S) OF LAW	Litigation-Employment Last Year %	Enter percentage: The percentage breakdown last year for litigation employment.
AREA(S) OF LAW	Litigation-Employment This Year %	Enter percentage: The percentage breakdown this year for litigation employment.
AREA(S) OF LAW	Litigation-Employment % Plaintiff	Enter percentage: The plaintiff percent breakdown within area of law - litigation employment.
AREA(S) OF LAW	Litigation-Employment % Defense	Enter percentage: The defense percent breakdown within area of law - litigation employment.
AREA(S) OF LAW	Litigation-General Last Year %	Enter percentage: The percentage breakdown last year for litigation general.
AREA(S) OF LAW	Litigation-General This Year %	Enter percentage: The percentage breakdown this year for litigation general.
AREA(S) OF LAW	Litigation-General % Plaintiff	Enter percentage: The plaintiff percent breakdown within area of law - litigation general.
AREA(S) OF LAW	Litigation-General % Defense	Enter percentage: The defense percent breakdown within area of law - litigation general.
AREA(S) OF LAW	Litigation-Personal Injury Last Year %	Enter percentage: The percentage breakdown last year for litigation personal injury.
AREA(S) OF LAW	Litigation-Personal Injury This Year %	Enter percentage: The percentage breakdown this year for litigation personal injury.
AREA(S) OF LAW	Litigation-Personal Injury % Plaintiff	Enter percentage: The plaintiff percent breakdown within area of law - litigation personal injury.
AREA(S) OF LAW	Litigation-Personal Injury % Defense	Enter percentage: The defense percent breakdown within area of law - litigation personal injury.
AREA(S) OF LAW	Municipal/Government Last Year %	Enter percentage: The percentage breakdown last year for municipal government.
AREA(S) OF LAW	Municipal/Government This Year %	Enter percentage: The percentage breakdown this year for municipal government.
AREA(S) OF LAW	Municipal/Government % Defense	Enter percentage: The defense percent breakdown within area of law - municipal government.
AREA(S) OF LAW	Municipal/Government % General Advice	Enter percentage: The general advice percent breakdown within area of law - municipal government.

AREA(S) OF LAW	Municipal/Government % Other	Enter percentage: The other percent breakdown within area of law - municipal government.
AREA(S) OF LAW	Oil & Gas Last Year %	Enter percentage: The percentage breakdown last year for oil and gas.
AREA(S) OF LAW	Oil & Gas This Year %	Enter percentage: The percentage breakdown this year for oil and gas.
AREA(S) OF LAW	Oil & Gas % Plaintiff	Enter percentage: The plaintiff percent breakdown within area of law - oil and gas.
AREA(S) OF LAW	Oil & Gas % Defense	Enter percentage: The defense percent breakdown within area of law - oil and gas.
AREA(S) OF LAW	Probate/Trusts/Estates Last Year %	Enter percentage: The percentage breakdown last year for probate and trusts.
AREA(S) OF LAW	Probate/Trusts/Estates This Year %	Enter percentage: The percentage breakdown this year for probate and trusts.
AREA(S) OF LAW	Probate/Trusts/Estates % Estate Planning	Enter percentage: The plaintiff percent breakdown within area of law - probate trusts.
AREA(S) OF LAW	Probate/Trusts/Estates % Probate/Trust	Enter percentage: The probate trust percent breakdown within area of law - probate trusts.
AREA(S) OF LAW	Probate/Trusts/Estates % Other	Enter percentage: The other percent breakdown within area of law - probate trusts.
AREA(S) OF LAW	Real Estate Last Year %	Enter percentage: The percentage breakdown last year for real estate.
AREA(S) OF LAW	Real Estate This Year %	Enter percentage: The percentage breakdown this year for real estate.
AREA(S) OF LAW	Real Estate % Commercial	Enter percentage: The commercial percent breakdown within area of law - real estate.
AREA(S) OF LAW	Real Estate % Residential	Enter percentage: The residential percent breakdown within area of law - real estate.
AREA(S) OF LAW	Securities Last Year %	Enter percentage: The percentage breakdown last year for securities.
AREA(S) OF LAW	Securities This Year %	Enter percentage: The percentage breakdown this year for securities.
AREA(S) OF LAW	Securities % Federal	Enter percentage: The federal percent breakdown within area of law - securities.
AREA(S) OF LAW	Securities % State	Enter percentage: The state percent breakdown within area of law - securities.
AREA(S) OF LAW	Securities % Other	Enter percentage: The other percent breakdown within area of law - securities.
AREA(S) OF LAW	Taxation Last Year %	Enter percentage: The percentage breakdown last year for taxation.
AREA(S) OF LAW	Taxation This Year %	Enter percentage: The percentage breakdown this year for taxation.
AREA(S) OF LAW	Taxation % Corporate Tax Advice	Enter percentage: The corporate tax advice percent breakdown within area of law - taxation.

AREA(S) OF LAW	Taxation % Corporate Tax Litigation	Enter percentage: The corporate tax litigation percent breakdown within area of law - taxation.
AREA(S) OF LAW	Taxation % Other	Enter percentage: The other percent breakdown within area of law - taxation.
AREA(S) OF LAW	Workers Compensation Last Year %	Enter percentage: The percentage breakdown last year for workers compensation.
AREA(S) OF LAW	Workers Compensation This Year %	Enter percentage: The percentage breakdown this year for workers compensation.
AREA(S) OF LAW	Workers Compensation % Plaintiff	Enter percentage: The plaintiff percent breakdown within area of law - workers compensation.
AREA(S) OF LAW	Workers Compensation % Defense	Enter percentage: The defense percent breakdown within area of law - workers compensation.
AREA(S) OF LAW	Other Practice Area	Enter text: The description of area of law not listed.
AREA(S) OF LAW	Other Last Year %	Enter percentage: The percentage breakdown this year for the area of law not otherwise listed.
AREA(S) OF LAW	Other This Year %	Enter percentage: The percentage breakdown last year for area of law not otherwise listed.
AREA(S) OF LAW	Other Practice Area	Enter text: The description of area of law not listed.
AREA(S) OF LAW	Other Last Year %	Enter percentage: The percentage breakdown this year for the area of law not otherwise listed.
AREA(S) OF LAW	Other This Year %	Enter percentage: The percentage breakdown last year for area of law not otherwise listed.

Form Page 2

Section Name	Field Name	Description
IDENTIFICATION SECTION	Agency Customer ID	Enter identifier: The customer's identification number assigned by the producer (e.g., agency or brokerage).
FINANCIAL INFORMATION	Ending Date Latest Fiscal Year	Enter date: The end date of the financial information. (MM/DD/YYYY) As used here, this is the latest fiscal year.
FINANCIAL INFORMATION	Ending Date First Prior Fiscal Year	Enter date: The end date of the financial information. (MM/DD/YYYY) As used here, this is the first prior fiscal year.
FINANCIAL INFORMATION	Ending Date Second Prior Fiscal Year	Enter date: The end date of the financial information. (MM/DD/YYYY) As used here, this is the second prior fiscal year.
FINANCIAL INFORMATION	Gross Revenues Latest Fiscal Year	Enter amount: The total revenue for the organization for the current year.
FINANCIAL INFORMATION	Gross Revenues First Prior Fiscal Year	Enter amount: The total revenue for the organization for the prior year. As used here, these are the gross revenues for the first prior fiscal year.

FINANCIAL INFORMATION	Gross Revenues Second Prior Fiscal Year	Enter amount: The total revenue for the organization for the prior year. As used here, these are the gross revenues for the second prior fiscal year.
FINANCIAL INFORMATION	Net Income Latest Fiscal Year	Enter amount: The excess amount of revenue over expenses for the current year. This may be a net loss amount.
FINANCIAL INFORMATION	Net Income First Prior Fiscal Year	Enter amount: The excess amount of revenue over expenses for the prior year. This may be a net loss amount. As used here, this is excess amount of revenue over expenses for first prior fiscal year.
FINANCIAL INFORMATION	Net Income Second Prior Fiscal Year	Enter amount: The excess amount of revenue over expenses for the prior year. This may be a net loss amount. As used here, this is excess amount of revenue over expenses for second prior fiscal year.
FINANCIAL INFORMATION	Total Debt (NPV) Latest Fiscal Year	Enter amount: The total liabilities of the organization for the current year.
FINANCIAL INFORMATION	Total Debt (NPV) First Prior Fiscal Year	Enter amount: The total liabilities of the organization for the prior year. As used here, this is the total debt amount for the prior fiscal year.
FINANCIAL INFORMATION	Total Debt (NPV) Second Prior Fiscal Year	Enter amount: The total liabilities of the organization for the prior year. As used here, this is the total debt amount for the second prior fiscal year.
FINANCIAL INFORMATION	Lease Obligations Latest Fiscal Year	Enter amount: The lease obligation amount for the current fiscal year.
FINANCIAL INFORMATION	Lease Obligations First Prior Fiscal Year	Enter amount: The lease obligation amount for the prior fiscal year. As used here, this is the lease obligation amount for the prior fiscal year.
FINANCIAL INFORMATION	Lease Obligations Second Prior Fiscal Year	Enter amount: The lease obligation amount for the prior fiscal year. As used here, this is the lease obligation amount for the second prior fiscal year.
FINANCIAL INFORMATION	Obligations to Former Partners/Shareholders Latest Fiscal Year	Enter amount: The obligation amount to former partners/shareholders for the latest fiscal year.
FINANCIAL INFORMATION	Obligations to Former Partners/Shareholders First Prior Fiscal Year	Enter amount: The obligation amount to former partners/shareholders for the prior fiscal year. As used here, this is the obligation amount to former partners/shareholders for the prior fiscal year.
FINANCIAL INFORMATION	Obligations to Former Partners/Shareholders Second Prior Fiscal Year	Enter amount: The obligation amount to former partners/shareholders for the prior fiscal year. As used here, this is the obligation amount to former partners/shareholders for the second prior fiscal year.
FINANCIAL INFORMATION	Partner or Shareholder Equity Latest Fiscal Year	Enter amount: The partner or shareholder equity amount for the current fiscal year.
FINANCIAL INFORMATION	Partner or Shareholder Equity First Prior Fiscal Year	Enter amount: The partner or shareholder equity amount for the prior fiscal year. As used here, this is the partner or shareholder equity amount for the prior fiscal year.

FINANCIAL INFORMATION	Partner or Shareholder Equity Second Prior Fiscal Year	Enter amount: The partner or shareholder equity amount for the prior fiscal year. As used here, this is the partner or shareholder equity amount for the second prior fiscal year.
EMPLOYMENT INFORMATION	Total Number of Lawyers Current Year	Enter number: The number of employees that are attorneys. As used here, this is the number of attorneys for the current year.
EMPLOYMENT INFORMATION	Total Number of Lawyers Previous Year	Enter number: The number of employees that are attorneys. As used here, this is the number of attorneys for the prior year.
EMPLOYMENT INFORMATION	Total Number of Lawyers Two Years Ago Year	Enter number: The number of employees that are attorneys. As used here, this is the number of attorneys for the second year prior.
EMPLOYMENT INFORMATION	Number of Partners/Officers/Shareholders/Members	Enter number: The number of officers.
EMPLOYMENT INFORMATION	Number of Associates/Employed Lawyers	Enter number: The number of associate employed lawyers.
EMPLOYMENT INFORMATION	Number of Counsel/Of Counsel/Special Counsel	Enter number: The number of lawyers that are of counsel/special counsel.
EMPLOYMENT INFORMATION	Number of Contract Lawyers	Enter number: The number of contract lawyers.
EMPLOYMENT INFORMATION	Number of Other Staff	Enter number: The number of other employees.
GENERAL CLIENT INFORMATION	During the last three (3) years, has any single client (including subsidiaries and/or affiliates) accounted for twenty (20%) percent or more of the applicant's gross billings in any single year? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "During the last three (3) years, has any single client (including its subsidiaries and/or affiliates) accounted for twenty percent (20%) or more of the applicant's gross billings in any single year?"
GENERAL CLIENT INFORMATION	Client	Enter text: The client name who accounted for 20% or more of the applicant's gross billings in a single year.
GENERAL CLIENT INFORMATION	Year	Enter year: The year in which the client accounted for 20% or more of the applicant's gross billings.
GENERAL CLIENT INFORMATION	Percent	Enter percentage: The gross billings percent for the client.
GENERAL CLIENT INFORMATION	Nature of Legal Services	Enter text: The nature of legal services performed for the client who accounted for more than 20% of the applicant's gross billings.

GENERAL CLIENT INFORMATION	Client	Enter text: The client name who accounted for 20% or more of the applicant's gross billings in a single year.
GENERAL CLIENT INFORMATION	Year	Enter year: The year in which the client accounted for 20% or more of the applicant's gross billings.
GENERAL CLIENT INFORMATION	Percent	Enter percentage: The gross billings percent for the client.
GENERAL CLIENT INFORMATION	Nature of Legal Services	Enter text: The nature of legal services performed for the client who accounted for more than 20% of the applicant's gross billings.
GENERAL CLIENT INFORMATION	Client	Enter text: The client name who accounted for 20% or more of the applicant's gross billings in a single year.
GENERAL CLIENT INFORMATION	Year	Enter year: The year in which the client accounted for 20% or more of the applicant's gross billings.
GENERAL CLIENT INFORMATION	Percent	Enter percentage: The gross billings percent for the client.
GENERAL CLIENT INFORMATION	Nature of Legal Services	Enter text: The nature of legal services performed for the client who accounted for more than 20% of the applicant's gross billings.
GENERAL CLIENT INFORMATION	During the last three (3) years, has the applicant performed legal services for any publicly traded companies? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response the question, "During the last three (3) years, has the applicant performed legal services for any publicly traded companies?"
GENERAL CLIENT INFORMATION	Client	Enter text: The name of the publicly traded company for which the applicant has performed legal services during the last three (3) years.
GENERAL CLIENT INFORMATION	Year	Enter year: The year in which the applicant has performed legal services for the publicly traded company.
GENERAL CLIENT INFORMATION	Nature of Legal Services	Enter text: The nature of legal services performed for the publicly traded company.
GENERAL CLIENT INFORMATION	Client	Enter text: The name of the publicly traded company for which the applicant has performed legal services during the last three (3) years.
GENERAL CLIENT INFORMATION	Year	Enter year: The year in which the applicant has performed legal services for the publicly traded company.
GENERAL CLIENT INFORMATION	Nature of Legal Services	Enter text: The nature of legal services performed for the publicly traded company.

GENERAL CLIENT INFORMATION	Client	Enter text: The name of the publicly traded company for which the applicant has performed legal services during the last three (3) years.
GENERAL CLIENT INFORMATION	Year	Enter year: The year in which the applicant has performed legal services for the publicly traded company.
GENERAL CLIENT INFORMATION	Nature of Legal Services	Enter text: The nature of legal services performed for the publicly traded company.
GENERAL CLIENT INFORMATION	Within the past five (5) years, has the applicant or any past or present lawyer, provided any legal services in connection with any securities-related representation, or otherwise? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Within the past five (5) years, has the applicant or any past or present lawyer, provided any legal services in connection with any securities-related representation, whether counsel to the issuer, underwriter, or purchaser of securities or as special counsel rendering a legal opinion in connection with a securities-related representation, or otherwise?"
GENERAL CLIENT INFORMATION	Explanation	Enter text: An explanation of any applicant or past or present lawyer who provided legal services in connection with a securities-related representation.
GENERAL CLIENT INFORMATION	Has applicant had a bankruptcy or filed for bankruptcy during the past five (5) years? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Has applicant had a bankruptcy or filed for a bankruptcy during the past five (5) years?"
GENERAL CLIENT INFORMATION	Explanation	Enter text: An explanation as to whether the applicant has filed for bankruptcy in the last five (5) years.
INTERNAL POLICIES AND PROCEDURES	Does the applicant have a full-time office administrator/manager? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Does the applicant have a full-time office administrator / manager?"
INTERNAL POLICIES AND PROCEDURES	Explanation	Enter text: An explanation as to whether the applicant has a full-time office administrator or manager.
INTERNAL POLICIES AND PROCEDURES	Does the applicant maintain a formalized risk management program? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Does the applicant maintain a formalized risk management program?"
INTERNAL POLICIES AND PROCEDURES	Explanation	Enter text: An explanation as to whether the applicant maintains a formalized risk management program.
INTERNAL POLICIES AND PROCEDURES	Does the applicant maintain a firm-wide risk management manual? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Does the applicant maintain a firm-wide risk management manual?" (Please attach a copy of the manual)

INTERNAL POLICIES AND PROCEDURES	Explanation	Enter text: An explanation as to whether the applicant maintains a firm-wide risk management manual.
INTERNAL POLICIES AND PROCEDURES	Does the applicant have a risk management partner or someone who acts as the firm's risk manager? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Does the applicant have a risk management partner or someone who acts as the firm's risk manager?"
INTERNAL POLICIES AND PROCEDURES	Name	Enter text: The full legal name of the risk manager.
INTERNAL POLICIES AND PROCEDURES	E-Mail Address	Enter text: The primary e-mail address for the risk manager.
INTERNAL POLICIES AND PROCEDURES	In the last two (2) years, has the applicant had an audit of its risk management procedures performed on its behalf by a risk management specialist from outside the firm? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "In the last two (2) years, has the applicant had an audit of its risk management procedures performed on its behalf by a risk management specialist from outside the firm? (Please attach a copy of the audit report)"
INTERNAL POLICIES AND PROCEDURES	Explanation	Enter text: An explanation as to whether the applicant has had an audit on it's risk management procedures in the past two (2) years from a specialist outside the firm.
INTERNAL POLICIES AND PROCEDURES	Does the applicant share office space with, or sublet office space to, any attorneys who are not previously listed on this application? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Does the applicant share office space with, or sublet office space to, any attorneys who are not previously listed on this application?"
INTERNAL POLICIES AND PROCEDURES	Explanation	Enter text: An explanation as to whether the applicant shares office space with any attorneys not previously listed on this application.
INTERNAL POLICIES AND PROCEDURES	Is the applicant a sole practitioner? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Is the applicant a sole practitioner? " (If 'Yes', provide the name and address of backup attorney)
INTERNAL POLICIES AND PROCEDURES	Name	Enter text: The full legal name of the back up attorney
INTERNAL POLICIES AND PROCEDURES	Address	Enter text: The back up attorney's mailing address first address line.
INTERNAL POLICIES AND PROCEDURES	City	Enter text: The back up attorney's mailing address city name.

INTERNAL POLICIES AND PROCEDURES	State	Enter code: The back up attorney's mailing address state or province code.
INTERNAL POLICIES AND PROCEDURES	Zip	Enter code: The back up attorney's mailing address postal code.

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Section Name	Field Name	Description
IDENTIFICATION SECTION	Agency Customer ID	Enter identifier: The customer's identification number assigned by the producer (e.g., agency or brokerage).
INTERNAL POLICIES AND PROCEDURES	Does the applicant ever subcontract or refer legal work of any kind to other law firms or attorneys? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Does the applicant ever subcontract or refer legal work of any kind to other law firms or attorneys?"
INTERNAL POLICIES AND PROCEDURES	Explanation	Enter text: An explanation as to whether the applicant subcontracts legal work to any law firms or attorneys.
INTERNAL POLICIES AND PROCEDURES	Does the applicant maintain an off-site location for the maintenance or storage of backup calendar systems and duplicate computer records? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Does the applicant maintain an off-site location for the maintenance or storage of backup calendar systems and duplicate computer records?"
INTERNAL POLICIES AND PROCEDURES	Explanation	Enter text: An explanation as to whether the applicant maintains an off-site location for the storage of backup calendar systems and duplicate computer records.
INTERNAL POLICIES AND PROCEDURES	Does the applicant have any arrangements in place for alternative office space in the event that its current office location(s) are rendered unusable? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Does the applicant have any arrangements in place for alternate office space in the event that its current office location(s) are rendered unusable?"
INTERNAL POLICIES AND PROCEDURES	Explanation	Enter text: An explanation as to whether the applicant has any arrangements in place for alternate office space in the event that the current office space is rendered unusable.
INTERNAL POLICIES AND PROCEDURES	Does the firm utilize an electronic docket control system? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Does the firm utilize an electronic docket control system?"
INTERNAL POLICIES AND PROCEDURES	Explanation	Enter text: An explanation as to whether the firm utilizes an electronic docket control system.

INTERNAL POLICIES AND PROCEDURES	Does the firm have an electronic conflict avoidance system? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Does the firm have an electronic conflict avoidance system?"
INTERNAL POLICIES AND PROCEDURES	Explanation	Enter text: An explanation as to whether the firm has an electronic conflict avoidance system.
INTERNAL POLICIES AND PROCEDURES	Does the firm use engagement/disengagement letters on all matters, including matters not undertaken? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Does the firm use engagement / disengagement letters on all matters, including matters not undertaken?"
INTERNAL POLICIES AND PROCEDURES	Explanation	Enter text: An explanation as to whether the firm uses engagement / disengagement letters on all matters including those not undertaken.
INTERNAL POLICIES AND PROCEDURES	Does the firm outline in writing its billing policy and procedures when agreeing to represent a new client? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Does the firm outline in writing its billing policy and procedures when agreeing to represent a new client?"
INTERNAL POLICIES AND PROCEDURES	Explanation	Enter text: An explanation as to whether the firm outlines its billing policy in writing for new clients.
INTERNAL POLICIES AND PROCEDURES	Does the firm use scope of service letters when taking on new matters for existing clients? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Does the firm use scope of service letters when taking on new matters for existing clients?"
INTERNAL POLICIES AND PROCEDURES	Explanation	Enter text: An explanation as to whether the firm uses scope of service letters when taking on new matters for existing clients.
INTERNAL POLICIES AND PROCEDURES	Has firm initiated any suits for unpaid fees in the past three (3) years? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Has the firm initiated any suits for unpaid fees in the past three (3) years?" (If 'Yes', how many?)
INTERNAL POLICIES AND PROCEDURES	Explanation	Enter text: An explanation as to whether the firm as initiated any suits for unpaid fees in the past three (3) years.
ATTORNEY INFORMATION	Attorney Name	Enter text: The full name of the employee.
ATTORNEY INFORMATION	Designation Code	Enter code: The designation code (DC) for the attorney. (P-Partner, IC-Independent Contractor, A-Associate, L-Leased, O-Owner/Officer/Shareholder, RP-Retired Partner, OC-Of Counsel, S-Sole Practitioner)
ATTORNEY INFORMATION	Hours Worked Per Week	Enter number: The number of hours per week the employee works when on their normal full-time schedule.

ATTORNEY INFORMATION	State Admitted to Bar	Enter code: The state or province code where the attorney was admitted to the bar.
ATTORNEY INFORMATION	Year Admitted to Bar	Enter year: The year the attorney was admitted to the bar.
ATTORNEY INFORMATION	Year Started in Private Practice	Enter year: The year the attorney started private practice.
ATTORNEY INFORMATION	Date Joined Firm (MM/DD/YYYY)	Enter date: The date the attorney joined the firm.
ATTORNEY INFORMATION	Current Retro Date (MM/DD/YYYY)	Enter date: The current retro date for the attorney.
ATTORNEY INFORMATION	Cont Education Units Within This Past Year? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates if there were continuing education units within this past year.
ATTORNEY INFORMATION	Attorney Name	Enter text: The full name of the employee.
ATTORNEY INFORMATION	Designation Code	Enter code: The designation code (DC) for the attorney. (P-Partner, IC-Independent Contractor, A-Associate, L-Leased, O-Owner/Officer/Shareholder, RP-Retired Partner, OC-Of Counsel, S-Sole Practitioner)
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ATTORNEY INFORMATION	State Admitted to Bar	Enter code: The state or province code where the attorney was admitted to the bar.
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ATTORNEY INFORMATION	State Admitted to Bar	Enter code: The state or province code where the attorney was admitted to the bar.

ATTORNEY INFORMATION	Year Admitted to Bar	Enter year: The year the attorney was admitted to the bar.
ATTORNEY INFORMATION	Year Started in Private Practice	Enter year: The year the attorney started private practice.
ATTORNEY INFORMATION	Date Joined Firm (MM/DD/YYYY)	Enter date: The date the attorney joined the firm.
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ATTORNEY INFORMATION	Year Admitted to Bar	Enter year: The year the attorney was admitted to the bar.

ATTORNEY INFORMATION	Year Started in Private Practice	Enter year: The year the attorney started private practice.
ATTORNEY INFORMATION	Date Joined Firm (MM/DD/YYYY)	Enter date: The date the attorney joined the firm.
ATTORNEY INFORMATION	Current Retro Date (MM/DD/YYYY)	Enter date: The current retro date for the attorney.
ATTORNEY INFORMATION	Cont Education Units Within This Past Year? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates if there were continuing education units within this past year.
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ATTORNEY INFORMATION	Attorney Name	Enter text: The full name of the employee.
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ATTORNEY INFORMATION	Year Started in Private Practice	Enter year: The year the attorney started private practice.
ATTORNEY INFORMATION	Date Joined Firm (MM/DD/YYYY)	Enter date: The date the attorney joined the firm.
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ATTORNEY INFORMATION	Cont Education Units Within This Past Year? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates if there were continuing education units within this past year.
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ATTORNEY INFORMATION	State Admitted to Bar	Enter code: The state or province code where the attorney was admitted to the bar.
ATTORNEY INFORMATION	Year Admitted to Bar	Enter year: The year the attorney was admitted to the bar.
ATTORNEY INFORMATION	Year Started in Private Practice	Enter year: The year the attorney started private practice.
ATTORNEY INFORMATION	Date Joined Firm (MM/DD/YYYY)	Enter date: The date the attorney joined the firm.
ATTORNEY INFORMATION	Current Retro Date (MM/DD/YYYY)	Enter date: The current retro date for the attorney.
ATTORNEY INFORMATION	Cont Education Units Within This Past Year? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates if there were continuing education units within this past year.
PRIOR COVERAGE	Prior Carrier	Enter text: The name of the previous insurer.
PRIOR COVERAGE	Effective Date (MM/DD/YYYY)	Enter date: The effective date of the prior policy.
PRIOR COVERAGE	Expiration Date (MM/DD/YYYY)	Enter date: The expiration date of the previous coverage.
PRIOR COVERAGE	Limits of Liability	Enter limit: The limits of liability on the policy (per claim or aggregate).
PRIOR COVERAGE	Defense Limits Y/N Inside	Enter Y for a "Yes" response. Input N for "No" response. Indicates if there is an inside defense limit.

PRIOR COVERAGE	Defense Limits Y/N Outside	Enter Y for a "Yes" response. Input N for "No" response. Indicates if there is an outside defense limit.
PRIOR COVERAGE	Retention/Deductible	Enter amount: The retention amount of the prior coverage.
PRIOR COVERAGE	Number of Attorneys	Enter number: The number of attorneys on prior coverage.
PRIOR COVERAGE	Annual Premium	Enter amount: The annual modified premium charged (not including taxes or service charges) for the specified line of business.
PRIOR COVERAGE	Prior Carrier	Enter text: The name of the previous insurer.
PRIOR COVERAGE	Effective Date (MM/DD/YYYY)	Enter date: The effective date of the prior policy.
PRIOR COVERAGE	Expiration Date (MM/DD/YYYY)	Enter date: The expiration date of the previous coverage.
PRIOR COVERAGE	Limits of Liability	Enter limit: The limits of liability on the policy (per claim or aggregate).
PRIOR COVERAGE	Defense Limits Y/N Inside	Enter Y for a "Yes" response. Input N for "No" response. Indicates if there is an inside defense limit.
PRIOR COVERAGE	Defense Limits Y/N Outside	Enter Y for a "Yes" response. Input N for "No" response. Indicates if there is an outside defense limit.
PRIOR COVERAGE	Retention/Deductible	Enter amount: The retention amount of the prior coverage.
PRIOR COVERAGE	Number of Attorneys	Enter number: The number of attorneys on prior coverage.
PRIOR COVERAGE	Annual Premium	Enter amount: The annual modified premium charged (not including taxes or service charges) for the specified line of business.
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PRIOR COVERAGE	Effective Date (MM/DD/YYYY)	Enter date: The effective date of the prior policy.
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PRIOR COVERAGE	Defense Limits Y/N Outside	Enter Y for a "Yes" response. Input N for "No" response. Indicates if there is an outside defense limit.
PRIOR COVERAGE	Retention/Deductible	Enter amount: The retention amount of the prior coverage.

PRIOR COVERAGE	Number of Attorneys	Enter number: The number of attorneys on prior coverage.
PRIOR COVERAGE	Annual Premium	Enter amount: The annual modified premium charged (not including taxes or service charges) for the specified line of business.
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PRIOR COVERAGE	Number of Attorneys	Enter number: The number of attorneys on prior coverage.
PRIOR COVERAGE	Annual Premium	Enter amount: The annual modified premium charged (not including taxes or service charges) for the specified line of business.

PRIOR COVERAGE	Prior Carrier	Enter text: The name of the previous insurer.
PRIOR COVERAGE	Effective Date (MM/DD/YYYY)	Enter date: The effective date of the prior policy.
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PRIOR COVERAGE	Retention/Deductible	Enter amount: The retention amount of the prior coverage.
PRIOR COVERAGE	Number of Attorneys	Enter number: The number of attorneys on prior coverage.
PRIOR COVERAGE	Annual Premium	Enter amount: The annual modified premium charged (not including taxes or service charges) for the specified line of business.
PRIOR COVERAGE	Claims Made Date	Enter date: The date of the applicant firm's first claim's made policy.

Form Page 4

Section Name	Field Name	Description
IDENTIFICATION SECTION	Agency Customer ID	Enter identifier: The customer's identification number assigned by the producer (e.g., agency or brokerage).
PRIOR COVERAGE	Does the applicant firm's current policy contain a prior acts limitation or retroactive date applicable to the applicant firm or any individual attorney? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Does the applicant firm's current policy contain a prior acts limitation or retroactive date applicable to the applicant firm or any individual attorney?" (If 'Yes', provide date and attach a copy of the endorsement)
PRIOR COVERAGE	Date	Enter date: The prior acts limitation or retroactive date
PRIOR COVERAGE	Does the applicant firm's current policy have any endorsements or exclusions or coverage limitations tailored specifically to the applicant firm? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Does the applicant firm's current policy have any endorsements or exclusions or coverage limitations tailored specifically to the applicant firm?" (If 'Yes', describe and attach a copy of the endorsement)

PRIOR COVERAGE	Explanation	Enter text: An explanation as to whether the applicant's current policy has any endorsements or coverage limitations tailored specifically to the applicant firm.
PRIOR COVERAGE	Has the applicant firm or attorney for whom coverage is sought ever purchased an extended reported period endorsement? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Has the applicant firm or any attorney for whom coverage is sought ever purchased an extended reporting period endorsement?" (If 'Yes', provide details)
PRIOR COVERAGE	Explanation	Enter text: An explanation as to whether the applicant firm has ever purchased an Extended Reporting Period Endorsement.
PRIOR COVERAGE	In the past five (5) years, has the applicant firm or any of its attorneys ever had professional liability insurance or similar insurance declined, cancelled or non-renewed? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "In the past five (5) years, has the applicant firm or any of its attorneys ever had professional liability insurance or similar insurance declined, cancelled or non-renewed?" (If 'Yes', provide details) (Missouri applicants- do not answer this question)
PRIOR COVERAGE	Explanation	Enter text: An explanation as to whether the applicant firm has ever had professional liability insurance declined or cancelled within the last five (5) years.
PRIOR COVERAGE	After inquiry, has the applicant or any past or present lawyer or employee of the applicant ever been:? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "After inquiry, has the applicant or any past or present lawyer or employee of the applicant been: disbarred, refused admission to practice law, suspended, reprimanded, sanctioned, fined, placed on probation, held in contempt, the subject of any disciplinary complaint, grievance or action by any court, bar association, administrative agency, or regulatory body?"
PRIOR COVERAGE	Disbarred	Check the box (if applicable): Indicates if the lawyer or employee was disbarred.
PRIOR COVERAGE	Refused Admission to Practice Law	Check the box (if applicable): Indicates if the lawyer or employee was refused admission to practice law.
PRIOR COVERAGE	Suspended	Check the box (if applicable): Indicates if the lawyer or employee was suspended.
PRIOR COVERAGE	Reprimanded	Check the box (if applicable): Indicates if the lawyer or employee was reprimanded.
PRIOR COVERAGE	Sanctioned	Check the box (if applicable): Indicates if the lawyer or employee was sanctioned.
PRIOR COVERAGE	Fined	Check the box (if applicable): Indicates if the lawyer or employee was fined.
PRIOR COVERAGE	Placed on Probation	Check the box (if applicable): Indicates if the lawyer or employee was placed on probation.
PRIOR COVERAGE	Held in Contempt	Check the box (if applicable): Indicates if the lawyer or employee was held in contempt.

PRIOR COVERAGE	The subject of any disciplinary complaint, grievance or action by any court, bar association, administrative agency, or regulatory body	Check the box (if applicable): Indicates if the lawyer or employee was the subject of any disciplinary complaint, grievance or action by any court, bar association, administrative agency, or regulatory body.
PRIOR COVERAGE	After inquiry, has any past or present lawyer or employee of the applicant ever been convicted of a felony or a crime of moral turpitude? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "After inquiry, has any past or present lawyer or employee of the applicant ever been convicted of a felony or a crime of moral turpitude?"
PREDECESSOR FIRM	Firm Name	Enter text: The name of the predecessor firm.
PREDECESSOR FIRM	Type of Entity	Enter text: The entity type of the predecessor firm.
PREDECESSOR FIRM	# of Attorneys at Dissolution	Enter number: The number of attorneys at dissolution of the predecessor firm.
PREDECESSOR FIRM	Dissolution Date	Enter date: The dissolution date of the predecessor firm.
PREDECESSOR FIRM	ERP Purchased? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates if ERP was purchased.
PREDECESSOR FIRM	Firm Name	Enter text: The name of the predecessor firm.
PREDECESSOR FIRM	Type of Entity	Enter text: The entity type of the predecessor firm.
PREDECESSOR FIRM	# of Attorneys at Dissolution	Enter number: The number of attorneys at dissolution of the predecessor firm.
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PREDECESSOR FIRM	ERP Purchased? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates if ERP was purchased.
LOSS HISTORY	None	Check the box (if applicable): Indicates there are no prior losses or occurrences that may give rise to claims for the mandated number of years.
LOSS HISTORY	In the past five (5) years, has any professional liability claim or suit ever been made against the applicant firm or any predecessor firm or any current or former attorney of the applicant firm or predecessor firm? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "In the past five (5) years, has any professional liability claim or suit ever been made against the applicant firm or any predecessor firm or any current or former attorney of the applicant firm or predecessor firm?"
LOSS HISTORY	Does any attorney for whom coverage is sought know of any incident, act, error or omission that could result in a claim or suit against the applicant firm or any predecessor firm or any of the current or former attorneys of the applicant firm? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Does any attorney for whom coverage is sought know of any incident, act, error or omission that could result in a claim or suit against the applicant firm or any predecessor firm or any of the current or former attorneys of the applicant firm?"
LOSS HISTORY	Has any attorney for whom coverage is sought been refused admission to practice, disbarred, suspended, sanctioned, been the subject of a disciplinary complaint made to any of the aforementioned entities? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Has any attorney for whom coverage is sought been refused admission to practice, disbarred, suspended, reprimanded, sanctioned, or held in contempt by any court, administrative agency or regulatory body or been the subject of a disciplinary complaint made to any aforementioned entities?"

LOSS HISTORY	Explanation	Enter text: An explanation as to whether any attorney for whom coverage is sought has been refused the admission to practice, disbarred, suspended, reprimanded sanctioned or held in contempt by any court, administrative agency or regulatory body.
LOSS HISTORY	Total Losses \$	Enter amount: The amount that has been paid on all losses to date.
LOSS HISTORY	Date of Occurrence	Enter date: The date when the accident or incident occurred that resulted in the filing of a claim. (MM/DD/YYYY)
LOSS HISTORY	Type/Description of Occurrence or Claim	Enter text: A brief description of the loss.
LOSS HISTORY	Date of Claim	Enter date: The date the claim was filed. (MM/DD/YYYY)
LOSS HISTORY	Amount Paid	Enter amount: The amount that has been paid on this claim to date.
LOSS HISTORY	Amount Reserved	Enter amount: The reserve amount the previous carrier is holding open for this claim.
LOSS HISTORY	Subrogation Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates if the claim is in subrogation.
LOSS HISTORY	Claim Open Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates if the claim is still open.
LOSS HISTORY	Date of Occurrence	Enter date: The date when the accident or incident occurred that resulted in the filing of a claim. (MM/DD/YYYY)
LOSS HISTORY	Type/Description of Occurrence or Claim	Enter text: A brief description of the loss.
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LOSS HISTORY	Date of Occurrence	Enter date: The date when the accident or incident occurred that resulted in the filing of a claim. (MM/DD/YYYY)

LOSS HISTORY	Type/Description of Occurrence or Claim	Enter text: A brief description of the loss.
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LOSS HISTORY	Claim Open Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates if the claim is still open.
TRAINING AND SUPERVISION	Does the applicant maintain a formal training program for new lawyers as to firm procedures, local practice rules, and rules of professional conduct? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Does the applicant maintain a formal training program for new lawyers as to firm procedures, local practice rules, and rules of professional conduct?"
TRAINING AND SUPERVISION	Are all lawyers in the firm currently compliant with local CLE requirements? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Are all lawyers in the firm currently compliant with local CLE requirements?"
TRAINING AND SUPERVISION	Does the firm require at least an annual review of all associate's work? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Does the firm require at least an annual review of every associate's work?"
TRAINING AND SUPERVISION	Does the firm require at least an annual review of all partner's work? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Does the firm require at least an annual review of all partner's work?"

TRAINING AND SUPERVISION	Does the firm have a formal process to evaluate the performance of non-lawyer staff? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Does the firm have a formal process to evaluate the performance of non-lawyer staff?"
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Form Page 5

Section Name	Field Name	Description
IDENTIFICATION SECTION	Agency Customer ID	Enter identifier: The customer's identification number assigned by the producer (e.g., agency or brokerage).
OUTSIDE INTEREST	Does the firm have a written policy as respects to equity interest in clients? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Does the firm have a written policy as respects to equity interest in clients?"
OUTSIDE INTEREST	Explanation	Enter text: An explanation as to whether the firm has a written policy pertaining to equity interest in clients.
OUTSIDE INTEREST	Does the firm accept an equity interest in clients in lieu of legal fees? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Does the firm accept an equity interest in clients in lieu of legal fees?"
OUTSIDE INTEREST	Explanation	Enter text: An explanation as to whether the firm accepts an equity interest in clients in lieu of legal fees.
OUTSIDE INTEREST	Does anyone in the firm serve in a position of director, officer, partner or manager of any client business or organization? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Does anyone in the firm serve in a position of director, officer, partner, or manager of any client business or organization?"
OUTSIDE INTEREST	Explanation	Enter text: An explanation as to whether anyone in the firm serves in a position of director, officer, partner or manager of any client business or organization.
OUTSIDE INTEREST	Does anyone in the firm hold an equity or debt interest in any business or organization that is also a client of the firm? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Does anyone in the firm hold an equity or debt interest in any business or organization that is also a client of the firm?"
OUTSIDE INTEREST	Percentage	Enter percentage: The percentage of debt or equity interest held by an employee of the firm who is also involved in a business or organization that is a client of the firm.

OUTSIDE INTEREST	Does anyone in the firm serve as an employee of any business or organization other than the firm? Y/N	Enter Y for a "Yes" response. Input N for "No" response. Indicates the response to the question, "Does anyone in the firm serve as an employee of any business or organization other than the firm?"
OUTSIDE INTEREST	Explanation	Enter text: An explanation as to whether anyone in the firm serves as an employee of any other business or organization.
REMARKS / ATTACHMENTS	Letterhead	Check the box (if applicable): Indicates if company letterhead is attached.
REMARKS / ATTACHMENTS	Current Retroactive Date Endorsement	Check the box (if applicable): Indicates if current retroactive date endorsement is attached.
REMARKS / ATTACHMENTS	Current Declarations Page	Check the box (if applicable): Indicates if current declarations page is attached.
REMARKS / ATTACHMENTS	Claims Information	Check the box (if applicable): Indicates if claims information is attached.
REMARKS / ATTACHMENTS	Organizational Chart	Check the box (if applicable): Indicates if organizational chart is attached.
REMARKS / ATTACHMENTS	Other Attachment	Check the box (if applicable): Indicates there is an attachment other than those listed on the application.
REMARKS / ATTACHMENTS	Other Attachment Description	Enter text: The description of the other type of attachment.
REMARKS / ATTACHMENTS	Other Attachment	Check the box (if applicable): Indicates there is an attachment other than those listed on the application.
REMARKS / ATTACHMENTS	Other Attachment Description	Enter text: The description of the other type of attachment.
REMARKS / ATTACHMENTS	Other Attachment	Check the box (if applicable): Indicates there is an attachment other than those listed on the application.
REMARKS / ATTACHMENTS	Other Attachment Description	Enter text: The description of the other type of attachment.
REMARKS / ATTACHMENTS	Other Attachment	Check the box (if applicable): Indicates there is an attachment other than those listed on the application.
REMARKS / ATTACHMENTS	Other Attachment Description	Enter text: The description of the other type of attachment.
REMARKS / ATTACHMENTS	Remarks	Enter text: The remarks associated with the lawyers professional liability line of business. Use this section to list any additional, pertinent information that the underwriter should know about the overall exposures of this risk. ACORD 101, Additional Remarks Schedule, may be attached if more space is required.
SIGNATURE	Producer's Signature	Sign here: Accommodates the signature of the authorized representative (e.g., producer, agent, broker, etc.) of the company(ies) listed on the document. This is required in most states.

SIGNATURE	Producer's Name	Enter text: The name of the authorized representative of the producer, agency and/or broker that signed the form.
SIGNATURE	State Producer License Number	Enter identifier: The State License Number of the producer.
SIGNATURE	Applicant's Signature	Sign here: Accommodates the signature of the applicant or named insured.
SIGNATURE	Date	Enter date: The date the form was signed by the named insured. (MM/DD/YYYY)
SIGNATURE	National Producer Number	Enter identifier: The National Producer Number (NPN) as defined in the National Insurance Producer Registry (NIPR). Note: The NPN is not the same as the producer state license number.