



**Thorson Specialty Insurance Services**  
29899 Agoura Rd #110, Agoura Hills, CA 91301 | 818-338-8272

## DETERMINING CIRCUMSTANCES OF INDIVIDUAL RISK

**Before you begin to fill out this form, does the insured have any contracts/ agreements or legal requirements or State laws that require insurance coverage to remain in place?**

*Most insureds have Landlords, mortgagees, vendors, customers contracts and State requirements such as auto liability insurance, liquor liability insurance, contractor's liability insurance, work comp insurance, professional liability insurance. If yes, to any of the above, coverage should remain in place.*

### General:

Insureds policy period: \_\_\_\_\_.

Insureds policy number and carrier (look up) \_\_\_\_\_.

Insureds class of business: \_\_\_\_\_.

### Current business status:

Open \_\_\_\_\_.

- If business is still open, are they adhering to recommendations per OSHA and CDC to protect employees and customers. \_\_\_\_\_.

Limited Operations \_\_\_\_\_.

- If yes, please provide details (example, reduced hours, restaurants take out only) \_\_\_\_\_.

Closed \_\_\_\_\_.

- If closed, is this permanent or temporary?  
\_\_\_\_\_.
- If temporary, what are insureds plans to reopen once restrictions are lifted?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.
- If business closed temporarily see "Security "questions regarding procedures in place to secure and monitor place of business.
- During the closure, will the insured be using this time to perform any scheduled or unscheduled maintenance or remodeling to their premises? \_\_\_\_\_.
- If yes, there will be a premises liability exposure and Insured should be obtaining certificates of insurance from any independent contractors.



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### Property:

Does insured own or lease the building? \_\_\_\_\_.

- Owners of building generally require insurance due to lender requirements.

### *Business personal property:*

Any financed or leased equipment? \_\_\_\_\_.

- If yes, insurance coverage is most likely required.

### *Stock:*

Any perishable stock? \_\_\_\_\_.

- Insured should be taking steps to maintain equipment necessary to maintain equipment for refrigeration for perishable stock.

### General Liability:

Insureds annual revenue: \_\_\_\_\_.

How many months are they projecting to be without customers? \_\_\_\_\_.

- We understand, this projection may be unknown. If an insured is requesting a reduction in annual receipts, check their policy and policy term. Divide the sales by 12 months and calculate how many months Insured has had coverage in place then add any projected sales during the crisis. For receipts that have occurred, Insured would still owe for this earned premium even if a carrier would reduce annual sales term mid-year.
- If you are asking to change a policy to lessors' risk. The lessors risk class code would need to be added in addition to the current class codes. Please provide square footage of the building \_\_\_\_\_.

### Auto:

Auto liability insurance is required in all 50 states. Physical damage is required if the vehicle has a lender or a lease.

### Security for temporarily closed businesses:

- Insured should take all appropriate steps to secure their premises from vandalism and damage.
- Appropriate measures should be maintained per required safeguards such as alarms, fire sprinkler systems, etc. and in areas where weather is an issue, proper measures should be taken to maintain minimum heat to prevent pipes freezing.
- All equipment should be maintained properly to prevent equipment breakdown.
- Security service or periodic checks on the insured's property would also be a good loss prevention measure.



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### **Claims:**

Business Interruption claims: Business income coverage provided on ISO policy forms is for loss sustained by direct physical damage for a covered cause of loss and does not offer coverage for the current civil authority due to virus. In addition, most policies may also contain the following ISO endorsement: Exclusion of Loss Due to Virus or Bacteria (CP 01 40 07 06).

### **Resources for Customers:**

There are many sources out there for businesses.

Here is a link to the restaurant associations guide with links to CDC, OSHA, Small Business Administration, WHO and others:

<https://restaurant.org/covid19>

Preparedness link:

<https://www.ready.gov/pandemic>