



**EMPLOYEE BENEFIT LIABILITY SUPPLEMENTAL APPLICATION**

- 1. Name of Applicant: \_\_\_\_\_
- 2. Address: \_\_\_\_\_
- 3. # of Employees \_\_\_\_\_
- 4. # of Employees covered by the Employee Benefits Plan: \_\_\_\_
- 5. On programs permitting employees an option to enroll or not to enroll, does the applicant require a signed acceptance or rejection from each employee? Yes \_\_\_ No \_\_\_

**Administration Qualifications**

- 6. Is the administration of the Employee Benefits Program:
  - a. Handled by a dedicated Human Resources Department? Yes \_\_\_ No \_\_\_
  - b. Handled by a single employee? Yes \_\_\_ No \_\_\_
- 7. If 6.b was "Yes":
  - a. How many years has the Administrator been handling the program? \_\_\_\_ Years
  - b. Total years of experience? \_\_\_\_ Years
- 8. Is all correspondence regarding applicant's Employee Benefits Plan made in writing? Yes\_\_\_ No\_\_\_
- 9. If this insurance had been in force during the past 10 years, would any claim have been presented? (Give details.)  
\_\_\_\_\_
- 10. Has coverage ever been declined or cancelled? Yes\_\_\_ No\_\_\_ Explain: \_\_\_\_\_  
\_\_\_\_\_
- 11. Limits desired \$ \_\_\_\_\_ Each Claim \$ \_\_\_\_\_ Aggregate

(Insured's Signature)	Title	Date	(Agent's Signature)	Date
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