

Submission Checklist

☐ Fully completed Acord applications for all LOB's excluding Workers' Compensation
☐ Fully completed Supplemental Applications with Insured's signature:
 Go to the website, <u>recycleguard.com</u>, navigate to "Applications" on the bottom of the page, and download the following PDF application(s): General Supplemental - REQUIRED ON ALL ACCOUNTS IN ADDITION, where applicable when operations include these commodities:
PaperRubber
 Rubber Auto dismantlers Plastic
\square Confirm if ReMA member: <u>Visit the ReMA website</u> to check membership and indicate as such on your
submission (note: it may be under the owner(s) name in lieu of the company name)
5 years currently valued loss runs
Explanation of losses over \$10,000, if any (including explanation of what has been done to prevent a
reoccurrence)
Explanation of SAFER violations, if any (including explanation of what has been done to prevent a
reoccurrence)
Details of any telematics that exist in auto units
☐ Details of any fire suppression systems that exist in large machinery units
 ☐ 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 ☐ MVR's (if available)
☐ Federal Employer Identification Number (FEIN)
☐ Expiring Premiums and/or Target Premiums – by line of coverage
If ReMA MEMBER:
☐ 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.