



# Red Lion Insurance LLC

## PERSONNEL CONSULTANTS

PROPOSED EFFECTIVE DATE OF

COVERAGE:

## ERRORS AND OMISSIONS APPLICATION

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**1.** Company's exact legal name and **ALL** trading names: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Street Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_ No. Years in Business: \_\_\_\_\_

E-mail Address \_\_\_\_\_ Fax No. \_\_\_\_\_

Applicant is:  individual  partnership  corporation

Are you a:  franchisor  franchisee  independent

If you are a franchisee, please provide a copy of franchise agreement.

Owner's name (if partnership, list names of ALL partners): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

No. of Offices: \_\_\_\_\_

List all trading names, street addresses and additional locations and show percentage of ownership:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approximate number of annual placements: \_\_\_\_\_

Approximate annual gross receipts:

\$ \_\_\_\_\_

Field of specialization, if any: \_\_\_\_\_

Does applicant make placements out of the country? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please attach copy of promotional material used.  
\_\_\_\_\_

**2.** Limits of Liability desired (check one): \_\_\_\_\_ Effective date desired: \_\_\_\_\_

**Personnel Consultants:** Each wrongful act or personal injury / aggregate:

\$100,000/\$300,000  \$250,000/\$750,000  \$1,000,000/\$1,000,000

Higher limits available upon request

**NOTE:** If you are engaged in a temporary help service, please note a separate policy applies. Please check here  if you are involved in temporary help service. The Personnel Consultant's E&O Policy doesn't cover this.

**3.** Indicate the total number of persons in each of the following categories.

- a. Partners, officers, counselors or assistant counselors (include all inactive officers): \_\_\_\_\_  
 \_\_\_\_\_
- b. Other employees, including secretaries engaged by the applicant in the performance of services as a private personnel placement service (Do not include bookkeepers, messengers, file clerks, telephone operators or others not directly engaged in work for clients of the applicant): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
- c. Independent Consultants (list by name) \_\_\_\_\_  
 \_\_\_\_\_
- d. Total of a,b and c. \_\_\_\_\_

**4. Current Insurance status**

- a. Current E&O insurance carrier (submit copy of policy): \_\_\_\_\_  
 \_\_\_\_\_
- b. Current limits: \_\_\_\_\_
- c. Policy Expiration Date: \_\_\_\_\_
- d. Has any similar insurance ever been declined or cancelled?  NO  YES (If yes, attach explanation)
- e. Attach list and status of all errors and omissions claims, or incidents which may give rise to a claim, involving any proposed insured during the past five years. If NONE, check here

**5. Please describe all associated services you provide, i.e. career counselors out-placement, retainer work, resume writing service, executive search, other.**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_ This application does not bind the applicant of the company to complete the insurance, but it is agreed that this form shall be the basis of the contract should a policy be issued.

Underwritten by  
**American Home Assurance Company**  
 70 Pine Street  
 New York, NY 10270

**NOTICE TO NEW YORK APPLICANTS: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance containing any false information or conceals for the purpose of misleading information concerning any fact material thereto, commits a Fraudulent insurance act, which is a crime.**

\_\_\_\_\_  
**SIGNATURE OF PRINCIPAL OR OFFICER**

\_\_\_\_\_  
**TITLE**

\_\_\_\_\_  
**DATE**