



**New England Excess Exchange, Ltd.**

PO Box 650 – Barre VT, 05641  
 800-548-4301 – Fax 800-347-4935  
 www.neee.com – info@neee.com

**Contractors Supplemental**

1. Applicant Name: \_\_\_\_\_ Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_
2. Applicant Address: \_\_\_\_\_
3. Agency: \_\_\_\_\_ Agent/Producer: \_\_\_\_\_
4. Agency Address: \_\_\_\_\_ Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_
5. How many years has the applicant been in business under this name? \_\_\_\_\_
6. How many years of experience does the applicant have in this field?: \_\_\_\_\_
7. Has the applicant operated under any other name(s)?: Yes No  
 If yes, please list the name and describe the nature of operations and advise whether the entity is still in operation: \_\_\_\_\_

8. Please check what best describes the applicant's operations  
 General Contractor  Subcontractor  Real Estate Developer   
 Construction Manager  Architect / Engineer  Other: \_\_\_\_\_
9. Please provide a complete description of the applicant's operations: \_\_\_\_\_

10. What are the applicant's projected gross receipts?: \$ \_\_\_\_\_  
 - What are the applicant's projected subcontracted costs?: \$ \_\_\_\_\_  
 - What were the applicant's gross receipts on their expiring policy?: \$ \_\_\_\_\_  
 - What were the applicant's subcontracted costs on their expiring policy?: \$ \_\_\_\_\_

11. Please list the five largest projects undertaken in the past five years by the applicant:

Description	Cost	Duration

12. Percentage of work that will be done by the applicant:

	New	Renovation		New	Renovation
Single Family Homes	%	%	Office Buildings	%	%
2-4Family Dwellings	%	%	Mercantile Buildings	%	%
Apartments	%	%	Institutional Buildings	%	%
Condominiums	%	%	Industrial Buildings	%	%
Townhouses	%	%	Other:	%	%

13. Please indicate whether or not work is performed by the applicant in any of the following areas:

Yes	No	Airport Facilities	Yes	No	Pipeline Construction
Yes	No	Street, Road or Highway Construction	Yes	No	Pollution Abatement
Yes	No	Blasting or Explosion Hazard	Yes	No	Boring Under Streets or Roads
Yes	No	Boiler Inspection, Service or Repair	Yes	No	Tower Construction
Yes	No	Race Track or Stadium Construction	Yes	No	Caisson or Cofferdam Work
Yes	No	Bridge or Elevated Highway Construction	Yes	No	Equipment Rental
Yes	No	Waste & Reclamation Facilities	Yes	No	Sewer Main Construction
Yes	No	Cantilevered Construction	Yes	No	Tank Construction
Yes	No	Pier or Wharf Construction	Yes	No	Tunnel Construction
Yes	No	Pile Driving	Yes	No	Railroad Construction
Yes	No	Power Generating Facilities			

14. What is the maximum number of individual units the applicant will build in any one development?: \_\_\_\_\_

15. What are the total projected annual individual units to be constructed?: \_\_\_\_\_

16. Has the applicant ever been involved in the construction of tract housing, condominiums or townhouses?:  
Yes No If yes, please explain: \_\_\_\_\_

17. Does the applicant or has the applicant ever built on hillsides, over landfills or in subsidence areas?:  
Yes No If yes, please explain: \_\_\_\_\_

18. Does the applicant or has the applicant ever used synthetic stucco or EIFS?:  
Yes No If yes, please explain: \_\_\_\_\_

19. Has the applicant ever been involved in or is the applicant aware of pending litigation concerning defective workmanship?:  
Yes No If yes, please explain: \_\_\_\_\_

20. Does the applicant perform any work over 3 stories?  
Yes No If so, how high?: \_\_\_\_\_

21. Does the applicant lease or rent equipment to others? Yes No  
If yes, is it with an operator? Yes No  
If yes, what are the applicants anticipated rental receipts?: \$ \_\_\_\_\_  
If yes, what type of equipment does the applicant rent?: \$ \_\_\_\_\_

22. Does the applicant operate mobile equipment over public roadways?: Yes No

23. Does the applicant draw, design, or consult for any project?: Yes No

If the applicant uses sub-contractors, please answer question 24

24. Does the applicant use subcontractors? Yes No If yes, does applicant require subcontractors to:  
a. Name the applicant as additional insured on their liability policies?: Yes No  
b. Sign an indemnification or hold harmless agreement in the applicant's favor?: Yes No  
c. Furnish certificates of insurance for general liability?: Yes No  
If yes, what are the minimum limits required?: \_\_\_\_\_  
d. Furnish certificates of insurance for Workers' Compensation? Yes No

25. Does the applicant's safety / risk management program include:  
Formal safety manual Yes No Site safety inspections Yes No  
Accident reporting / investigation procedures Yes No Certificate of insurance monitoring / control Yes No

26. Loss summary (please attach company generated hard copy loss runs with this application)

Year	Carrier	Premium	# of Claims	Incurred	Comments

27. Does the applicant perform any roofing operations? Yes No  
If yes, please complete the following. What % of the applicants' work is:

Residential _____ %	Commercial _____ %	Industrial _____ %
a) New Construction _____ %	a) New Construction _____ %	a) New Construction _____ %
b) Repair/Patching _____ %	b) Repair/Patching _____ %	b) Repair/Patching _____ %
c) Replacement _____ %	c) Replacement _____ %	c) Replacement _____ %
= 100%	= 100%	= 100%

What type(s) of roof(s) does the applicant perform work on? Pitched roofs: \_\_\_\_\_ % Flat roofs: \_\_\_\_\_ % = 100%

What type(s) of roofing applications does the applicant perform? (Please check all that apply and give the percentage)

Hot Tar: _____ %	Polyurethane foam: _____ %
Tile: _____ %	Wood Shake / Shingle: _____ %
Slate: _____ %	Hot Composition: _____ %
Metal / Aluminum: _____ %	Other: _____ %

If hot tar is used, explain in detail the process and what safety precautions are used: \_\_\_\_\_

Does the applicant use any type of spray method for applying roofing materials? Yes No  
If yes, are flammable liquids or catalysts used? Yes No  
Does the applicant install any type of elastomer roof covering? Yes No

If yes, does the elastomer installation require use of flammable liquid or open fire? Yes No  
 Are all jobs inspected by a foreman or the applicant at completion before leaving the job site? Yes No

28. Contractual Liability / Additional Insureds

Please list all parties for whom the applicant has contracts and/or hold harmless agreement(s), whether written or oral.

Name & Address	Date of Contract	Interest	Additional Insured

**Additional Underwriting Questions**

- Is the applicant involved (past, present, or intended future) in new residential construction, and/or development of, more than 10 single family dwellings, town home units or condominium units, in one development, in any one year? *Units are defined as each town home unit or condominium unit.* Yes No
- Does the applicant's cost of subcontractors exceed 30% of gross receipts? Yes No
- Do the applicant's gross receipts exceed \$3,000,000 for any one given year? Yes No
- Has the applicant been in business less than a year with less than 2 years experience? Yes No
- Are any of the applicant's operations in Arizona, California, Colorado or Nevada? Yes No
- Has the applicant had any OSHA violations? Yes No
- Is the applicant a general contractor, real estate developer or construction manager? Yes No
- Has the applicant ever been named in a suit for defective workmanship? Yes No
- Does the applicant own real estate development property? Yes No
- Does the applicant employ architects or engineers? Yes No
- Does the applicant have any current or prior projects involving use of exterior insulation and finish systems (EIFS / synthetic stucco)? Yes No

**FRAUD STATEMENT**

I DECLARE THAT THE STATEMENTS MADE IN THIS APPLICATION ARE COMPLETE AND TRUE.

Any person who, with the intent to defraud or knowing that he or she is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement may be guilty of insurance fraud and subject to fines and/or imprisonment. Any changes in your operation prior to the inception date of the policy or during the policy term must be reported to your agent.

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Signature of Applicant Title Date

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Signature of Retail Agent Date