



Applicant Name:

Mailing Address: City: State: Zip:

Email: Phone:

Website:

General Information

1. **Type:** ☐ Museum ☐ Library ☐ Historic Property ☐ Art Studio/Gallery
☐ Other:
2. **Full description of operations:**
3. **What is your annual operating budget?** \$
4. **If open to the public, what are the hours of operation?**
5. **Is there a fee charged for entry?** ☐ Yes ☐ No

General Liability

1. **What are the average and maximum number of visitors to the premises daily?**
2. **On premises activities - please describe type, frequency and number of participants (lectures, concerts, day camps, seminars etc.):**
3. **Off premises events - please describe character, frequency and number of participants for each of them (fundraisers, exhibitions, festivals):**
4. **Exhibitions – please describe type of artifacts and/or artwork displayed:**
5. **Are any of the insured's exhibits interactive?** ☐ Yes ☐ No
6. **Are all electronic devices that are part of such exhibits properly grounded and inspected?** ☐ Yes ☐ No
If no, please explain:
7. **Is there a cafeteria, snack bar, restaurant, or bar on the premises?** ☐ Yes ☐ No
8. **Gift shop: Annual gross receipts:** \$ **Describe items sold:** \$
9. **Do you have a formal written safety program in place?** ☐ Yes ☐ No

10. What type of theft deterrent system does the insured utilize for its facility and exhibition pieces?

11. Do you publish any of the following? ☐ Printed Newsletter ☐ Books ☐ Magazines ☐ Online Newsletter
☐ Other:

Other Operations

Appraisals, conservation work requiring underwriting approval

1. Are art conservators or restorers part of the insured's staff? ☐ Yes ☐ No

2. What are their experience and qualifications?

3. What are the types of property conserved?

4. Does the museum ever sanction its workers performing art appraisals? ☐ Yes ☐ No

Appraisal Services:

Types of property appraised:

5. Do contracted professionals sign hold harmless or indemnification agreements? ☐ Yes ☐ No

If yes, attach a copy of the standard agreement.

6. Certificates of insurance are required and kept in file for any contracted professionals? ☐ Yes ☐ No

If yes, what limits of liability are required? \$

Property

Complete the following if the insured occupies a historic building.

Must attach a building appraisal not more than 3 years old.

1. Is the building itself part of the museum's attraction? ☐ Yes ☐ No

2. Is the building is currently under construction/being restored? ☐ Yes ☐ No

If yes, what percentage of the building is under construction/restoration? %

3. Is the building ADA compliant? ☐ Yes ☐ No

4. Is the building also a private home, hotel, inn, or bed and breakfast? ☐ Yes ☐ No

If yes, describe:

5. If someone lives on the premises full time, do they have a separate homeowners' insurance policy? ☐ Yes ☐ No

6. Is there a history of water back-up from sewer and/or drain? ☐ Yes ☐ No

7. Do the walkways to the exit have visible signage? ☐ Yes ☐ No

Inland Marine

1. Exhibits on loan from others? ☐ Yes ☐ No

If yes, who is responsible for the insurance while property is in transit?

Who is responsible for the insurance while at the insured's premises?

Are the packers trained in property packing methods for valuable items?

2. Exhibits loaned to others? ☐ Yes ☐ No

If yes, who is responsible for the insurance while property is in transit?

Who is responsible for the insurance while at the other premises?

Are the packers trained in property packing methods for valuable items?

3. Does the common or contract carrier used for transporting art is required to have adequate limits of insurance?

☐ Yes ☐ No

4. If art requires strict control of temperature, light, and humidity, is the carrier prepared to transport items with such stringent environmental requirements? ☐ Yes ☐ No

5. Is all flash photography prohibited? ☐ Yes ☐ No

I DECLARE THAT THE STATEMENTS MADE IN THIS SUPPLEMENTAL 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 a supplemental or files a claim containing a false or deceptive statement may be guilty of insurance fraud and subject to criminal and civil penalties. Any changes in your operation must be reported to your agent. (Not applicable in MN, NY, OR, or WA)

Minnesota: A person who submits an application or files a claim with intent to defraud or helps commit a fraud against an insurer is guilty of a crime.

New York: Any person who knowingly and with intent to defraud any insurance company or other person files an application for commercial insurance or a statement of claim for any commercial or personal insurance benefits containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, and any person who, in connection with such application or claim, knowingly makes or knowingly assists, abets, solicits or conspires with another to make false report of the theft, destruction, damage or conversion of any motor vehicle to a law enforcement agency, the department of motor vehicles or an insurance company commits a fraudulent insurance act, which is a crime, and shall be subject to a civil penalty not to exceed five thousand dollars and the value of the subject motor vehicle or state claim for each violation.

Oregon: Any person who knowingly and with intent to defraud or solicit another to defraud the insurer by submitting an application containing a false statement as to any material fact may be violating state law.

Washington: It is a crime to knowingly provide false, incomplete, or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines, and denial of insurance benefits.

Insured's Signature:

Date:

Agents's Signature:

Date:

PRINT

Please submit completed application to your Independent Insurance Agent in electronic or printed format.

Western National Insurance Group

Central Region

4700 West 77th Street, Edina, MN, 55435

Western Region

9706 4th Ave NE, Suite 200 Seattle, WA 98115

www.wnins.com

Umialik Insurance Company

725 E. Firewood Lane, Ste. 500
Anchorage AK 99503

www.umialik.com

Michigan Millers Insurance

2425 E. Grand River Avenue, Lansing, MI 48912

Specialty Insurance Solutions

1600 Aspen Commons Ste 520, Middleton, WI 53562

www.mimillers.com