



MUSEUM RENEWAL APPLICATION

Date:

Named Insured:

Renewal effective date:

Renewal of Policy number:

THERE HAVE BEEN NO CHANGES TO THIS POLICY'S COVERAGES
Sign and date at the bottom. No other information required.

SUBMISSION REQUIREMENTS:

- An updated signed Statement of Values if making property limit changes or if blanket coverage provided.
- An ACORD application if adding Property, General Liability, Inland Marine, Crime, Auto's or an Umbrella.
- Terrorism Selection/Rejection Form.
- Current web site address: www.
- An updated Fine Arts Collection schedule

QUOTE RENEWAL WITH THE FOLLOWING CHANGES:

Mailing Address:

Deleting location(s):

Changes to services provided:

- **PROPERTY: NO CHANGES**

Please note any changes to the following in regards to update/replacement, etc.:

| | | | | |
|-----------------------------|-----------|---------|----------|-----------|
| Roof: | Plumbing: | Wiring: | Heating: | Painting: |
| Delete/Amend the following: | | | | |

- **GENERAL LIABILITY: NO CHANGES**

Delete/Amend the following:

- **CRIME: NO CHANGES**

Delete/Amend the following:

- **INLAND MARINE: NO CHANGES**

Delete/Amend the following:

- **AUTO: NO CHANGES**

Delete/Amend vehicles as follows:

• **UMBRELLA: LIMIT CHANGES:**

If Umbrella covers Employer's Liability please provide the underlying carrier information:

Carrier: _____ Policy Term: _____ to _____
 Limit Each Accident: \$ _____ Policy Limit: \$ _____ Each Employee: \$ _____

FINE ARTS COLLECTION

• **COLLECTIONS:**

| | Loc #1 | Loc #2 | Loc #3 |
|---|--------|--------|--------|
| OWNED COLLECTIONS | | | |
| Limit of Insurance | \$ | \$ | \$ |
| Deductible | \$ | \$ | \$ |
| Total Values | \$ | \$ | \$ |
| Average Value Per Item | \$ | \$ | \$ |
| Maximum Value Per Item (Values based off of fair market value) | \$ | \$ | \$ |
| LOAN COLLECTIONS | | | |
| Limit of Insurance | \$ | \$ | \$ |
| Deductible | \$ | \$ | \$ |
| Total Values | \$ | \$ | \$ |
| Average Value Per Item | \$ | \$ | \$ |
| Maximum Value Per Item (Values as stated on loan agreement) | \$ | \$ | \$ |
| TOTAL LIMIT OF INSURANCE | | | |
| (Owned + Loan) = | \$ | \$ | \$ |

1. Does the Applicant have a curator on staff? Yes No
2. Does the Applicant repair, restore, retouch or conserve collection / fine arts? Yes No
 If yes, please describe:

3. What is the percentage of the operations: _____ %
4. Owned collection
 - a. Is the Applicant's permanent collections fully inventoried? Yes No
 - b. Are all records and documents stored electronically and an electronic copy stored off site? Yes No
 - c. Date values were last updated:
 - d. Percent of owned collection: Fragile: _____ % Non-Fragile: _____ %
 - e. Any precious metal /gems part of the collection? Yes No
5. Are there temperature and humidity controls in the exhibition galleries and storage areas? Yes No
 - a. If temperature and humidity controlled, does the Applicant have back-up generators? Yes No
 If yes, where are they located: (check all that apply)
 Basement Ground Floor Roof Elevated Off Ground
6. Are all collectibles, fine arts, rare books, manuscripts, etc. catalogued, photographed or videotaped? Yes No
7. Are all important records & documents kept in fire-resistant safes with duplicates kept off-premises? Yes No
8. Are all film collections on cellulose nitrate film stored in fire resistive vaults? Yes No
9. Is there any below-grade / basement exposure? Yes No
 If yes, how much value is located below grade: \$
10. If below-grade / basement exposure, how are items stored?
11. Are items stored at least 12 inches off the ground? Yes No
12. What is the maximum value per item located below-grade: \$
13. Does the Applicant have a written emergency response plan? Yes No

14. Loaned Collections:
- | | | | |
|--|--|-----|----|
| a. Are written loan agreements obtained for all collections loaned to the Applicant? | | Yes | No |
| b. Do the agreements specify who is responsible for damage and insurance? | | Yes | No |
| c. Is valuation agreed upon for a total loss? Yes No Partial Loss? | | Yes | No |
| d. Is the condition of each collection documented upon receipt? | | Yes | No |
| e. Does the Applicant make a photographic record of objects within all temporary collection? | | Yes | No |
| f. Percent of collection on loan: Fragile: % Non-Fragile: % | | | |
15. Percent of current collection is: Owned: % On Loan: %
16. Collection on loan from others
- | | | | |
|--|--|-----|----|
| a. Who is responsible for the insurance while property is in transit: | | | |
| b. Who is responsible for the insurance while at the insured's premises: | | | |
| c. Are the packers trained in proper packing methods for valuable items? | | Yes | No |
17. Collections loaned to others
- | | | | |
|--|--|-----|----|
| a. Who is responsible for the insurance while property is in transit: | | | |
| b. Who is responsible for the insurance while at the loaned premises: | | | |
| c. Are the packers trained in proper packing methods for valuable items? | | Yes | No |
- **TRANSIT EXPOSURE:**
- | | | | |
|---|--------------------------------|-------------------------|----|
| 1. Limit of Insurance: \$ | | Deductible: \$ | |
| 2. Type of shipping | Owned vehicles: % | Air: % | |
| | Carriers: % | Registered Mail: % | |
| | International Shipment: % | | |
| 3. Does the Applicant ship internationally via ocean cargo? | | Yes | No |
| 4. Name of carriers: | | | |
| 5. Do the carriers specialize in shipping and packing of art works? | | Yes | No |
| 6. What percentage of the value of the items is declared to carriers for hire: | | % | |
| 7. Any overnight stay? | | Yes | No |
| 8. Who is responsible for packing and unpacking: | | | |
| 9. Are collections shipped outside the U.S.? | | Yes | No |
| 10. Is there documentation of values agreement between the museum and the borrower? | | Yes | No |
| 11. Are there condition reports on all incoming and outgoing shipments? | | Yes | No |
- **SECURITY:**
- | | | | |
|--|--|-----|----|
| 1. Does the Applicant have a formal written protection plan? | | Yes | No |
| Are all of the staff aware of the procedures? | | Yes | No |
| 2. Does the Applicant have security guards? | | Yes | No |
| If yes, are they: Museum Staff or Hired Contractors | | | |
| 3. Are the guards armed? | | Yes | No |
| If yes: Number of armed guards: Number of Unarmed guards: | | | |
| 4. What percentage of the guards roam throughout the museum? % | | | |
| What percentage of the guards are stationary? % | | | |
| 5. Is there a central station alarm (both fire and burglar) | | Yes | No |
| If yes, what is the name of the monitoring company? | | | |
| 6. Does the central station alarm have line security? | | Yes | No |
| 7. Are there security cameras? Yes No If yes, monitored 24/7? | | Yes | No |
| How many hours does the Applicant save the camera recordings: | | | |
| 8. Are exterior doors and windows equipped with sensors, break detecting and motion devices? | | Yes | No |
| 9. Is there an intrusion detection system? | | Yes | No |
| 10. Is there a motion detection system throughout the museum? | | Yes | No |
| 11. Are high value paintings individually alarmed? | | Yes | No |
| 12. Are systems capable of operating during a power failure? | | Yes | No |

WINTER WEATHER FREEZE PROTECTION

The Winter Weather Freeze Supplemental is mandatory on all risks that have a prior winter freeze loss greater than \$25,000 or 10% of the building TIV in the past 5 years OR a location in states commonly experiencing freezing temperatures.

These states include but are not limited to: AL, AR, AZ, CO, CT, DE, DC, GA, IA, ID, IL, IN, KS, KY, MA, MD, ME, MI, MN, MO, MS, MT, NC, ND, NE, NH, NJ, NY, OH, OK, PA, RI, SC, SD, TN, TX, UT, VA, VT, WA, WI, WV, WY

- | | |
|---|---|
| <p>1. Can the Applicant reliably confirm that all areas of the Applicant's building with fire sprinkler piping and/ or domestic water lines can be maintained at 45° F or higher? This includes exterior accessed sprinkler riser rooms, as well as attics, crawl spaces, and stairwells if they have water lines in them.</p> <p>a. If not, select all freeze protection measures currently in place: Temperature monitoring and remote heating control system (Wi-Fi temperature controls) PHLYSense Other water detection/ notification/ alarm system Backup electrical generator, ensuring building heat at all times Insulation around water pipes in cold areas* Heat tracing for water pipes in cold areas* Antifreeze fire sprinkler system in cold areas* Space heaters or heated forced air in attics, crawl spaces, stairwells with fire sprinklers Other:</p> <p>* Cold areas are defined as portions of a building that cannot be maintained at all times reliably at or above 45° F.</p> | <p>Yes No N/A</p> |
| <p>2. Fire Protection and Testing</p> <p>a. Is the building provided with an Automatic Fire Sprinkler System (AS)?</p> <p>i. If yes, what type of sprinkler system is installed? Wet-Pipe Dry-Pipe</p> <p>ii. If yes, approximately what percentage (%) of the building is sprinklered? %</p> <p>iii. If yes, has the system been tested & inspection by qualified sprinkler contractor within past 12 months & includes a formal winterization review?</p> <p>iv. If yes, are the alarms tied to a 24 hour UL listed monitoring company?</p> | <p>Yes No N/A</p> <p>Both</p> <p>Yes No N/A</p> <p>Yes No N/A</p> |
| <p>3. Emergency Water Response (domestic and AS water lines)</p> <p>a. Are water shutoff valves (domestic and AS water lines) marked and readily accessible?</p> <p>b. Are water shutoff valves exercised (closed and reopened) at least annually?</p> <p>c. Is the staff qualified to respond and shut off the water main during normal business hours and off hours?</p> | <p>Yes No N/A</p> <p>Yes No N/A</p> <p>Yes No N/A</p> |
| <p>4. Automatic Water Shutoff Devices</p> <p>a. For domestic water lines, is there a water flow detection, notification and automatic shutoff?</p> | <p>Yes No N/A</p> |
| <p>5. Unused/ Vacant Spaces</p> <p>a. Does Applicant have a formal process to turn off and drain domestic water lines for these spaces?</p> | <p>Yes No N/A</p> |
| <p>6. Seasonal Occupancies ONLY:</p> <p>a. Is there a full-time caretaker/ maintenance personnel on the premise? If yes, select required duties of the caretaker: Regular walkthroughs of the building i. How often each day? Trained in the location(s) of water shut off valve(s) Inspects taps and leaves them dripping in freeze weather events Shuts off or drains pipes during freezing temperatures Monitors building temperatures ensuring heat is maintained at required levels Responds to power outages i. List of required procedures</p> <p>b. If no caretaker is present, has the building been properly winterized including water turned off, pipes drained, heat maintained, proper pipe insulation, etc.?</p> | <p>Yes No N/A</p> <p>Yes No N/A</p> |

CYBER SECURITY LIABILITY ENDORSEMENT – SUPPLEMENTAL QUESTIONNAIRE

Name of Applicant:
 Address of Applicant:
 City: State: Zip:
 Website: www:
 Nature of Operations:

1. Annual sales or revenue: \$

2. Does the Applicant collect, store or otherwise handle any Personally Identifiable Information (PII) belonging to customers, clients, or other third parties, other than employees? Yes No
 If yes, please indicate the types of Personally Identifiable Information held (check all that apply):
 - a. Social Security Numbers, Bank or Other Financial Account Details, Driver's License or other State Identification Numbers
 - b. Non-public Medical or Healthcare Data, including Protected Health Information (PHI)
 - c. Credit or Debit Card Information

3.
 - a. During the last three (3) years, has anyone alleged that the Applicant was responsible for damage to their computer system(s) arising out of the operation of the Applicant's computer system(s)? Yes No
 - b. During the last three (3) years, has anyone made a demand, claim, complaint, or filed a lawsuit against the Applicant alleging invasion or interference of rights of privacy or the inappropriate disclosure of Personally Identifiable Information (PII)? Yes No
 - c. During the last three (3) years, has the Applicant been the subject of an investigation or action by any regulatory or administrative agency for privacy-related violations? Yes No
 - d. Is the Applicant aware of any circumstance that could reasonably be anticipated to result in a claim being made against them for the coverage being applied for? Yes No

FRAUD STATEMENT AND SIGNATURE SECTIONS

The Undersigned states that they/ them are an authorized representative of the Applicant and declares to the best of their knowledge and belief and after reasonable inquiry, that the statements set forth in this Application (and any attachments submitted with this Application) are true and complete and may be relied upon by Company * in quoting and issuing the policy. If any of the information in this Application changes prior to the effective date of the policy, the Applicant will notify the Company of such changes and the Company may modify or withdraw the quote or binder.

The signing of this Application does not bind the Company to offer, or the Applicant to purchase the policy.

*Company refers collectively to Philadelphia Indemnity Insurance Company and Tokio Marine Specialty Insurance Company

VIRGINIA APPLICANT: READ YOUR POLICY. THE POLICY OF INSURANCE FOR WHICH THIS APPLICATION IS BEING MADE, IF ISSUED, MAY BE CANCELLED WITHOUT CAUSE AT THE OPTION OF THE INSURER AT ANY TIME IN THE FIRST 60 DAYS DURING WHICH IT IS IN EFFECT AND AT ANY TIME THEREAFTER FOR REASONS STATED IN THE POLICY.

FRAUD NOTICE STATEMENTS

ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE (OR STATEMENT OF CLAIM) CONTAINING ANY MATERIALLY FALSE INFORMATION OR CONCEALS, FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME AND SUBJECTS THAT PERSON TO CRIMINAL AND CIVIL PENALTIES (IN OREGON, THE AFOREMENTIONED ACTIONS MAY CONSTITUTE A FRAUDULENT INSURANCE ACT WHICH MAY BE A CRIME AND MAY SUBJECT THE PERSON TO PENALTIES). **(NOT APPLICABLE IN AL, AR, CA, CO, DC, FL, KS, KY, LA, ME, MD, NJ, NY, OH, OK, PA, RI, TN, VA, VT, WA AND WV).**

APPLICABLE IN AL, AR, LA, MD, RI AND WV: ANY PERSON WHO KNOWINGLY (OR WILLFULLY IN MD) PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR WHO KNOWINGLY (OR WILLFULLY IN MD) PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO FINES AND/OR CONFINEMENT IN PRISON (IN ALABAMA, MAYBE SUBJECT TO RESTITUTION FINES OR CONFINEMENT IN PRISON, OR ANY COMBINATION THEREOF).

APPLICABLE IN CALIFORNIA: FOR YOUR PROTECTION CALIFORNIA LAW REQUIRES THE FOLLOWING TO APPEAR ON THIS FORM: ANY PERSON WHO KNOWINGLY PRESENTS FALSE OR FRAUDULENT INFORMATION TO OBTAIN OR AMEND INSURANCE COVERAGE OR TO MAKE A CLAIM FOR PAYMENT OF A LOSS IS GUILTY OF A CRIME AND MAY BE SUBJECT TO FINES AND CONFINEMENT IN STATE PRISON.

APPLICABLE IN COLORADO: IT IS UNLAWFUL TO KNOWINGLY PROVIDE FALSE, INCOMPLETE, OR MISLEADING FACTS OR INFORMATION TO AN INSURANCE COMPANY FOR THE PURPOSE OF DEFRAUDING OR ATTEMPTING TO DEFRAUD THE COMPANY. PENALTIES MAY INCLUDE IMPRISONMENT, FINES, DENIAL OF INSURANCE AND CIVIL DAMAGES. ANY INSURANCE COMPANY OR AGENT OF AN INSURANCE COMPANY WHO KNOWINGLY PROVIDES FALSE, INCOMPLETE, OR MISLEADING FACTS OR INFORMATION TO A POLICYHOLDER OR CLAIMANT FOR THE PURPOSE OF DEFRAUDING OR ATTEMPTING TO DEFRAUD THE POLICYHOLDER OR CLAIMANT WITH REGARD TO A SETTLEMENT OR AWARD PAYABLE FROM INSURANCE PROCEEDS SHALL BE REPORTED TO THE COLORADO DIVISION OF INSURANCE WITHIN THE DEPARTMENT OF REGULATORY AGENCIES.

APPLICABLE IN DISTRICT OF COLUMBIA: WARNING: IT IS A CRIME TO PROVIDE FALSE OR MISLEADING INFORMATION TO AN INSURER FOR THE PURPOSE OF DEFRAUDING THE INSURER OR ANY OTHER PERSON. PENALTIES INCLUDE IMPRISONMENT AND/OR FINES. IN ADDITION, AN INSURER MAY DENY INSURANCE BENEFITS IF FALSE INFORMATION MATERIALLY RELATED TO A CLAIM WAS PROVIDED BY THE APPLICANT.

APPLICABLE IN FLORIDA ANY PERSON WHO KNOWINGLY AND WITH INTENT TO INJURE, DEFRAUD, OR DECEIVE ANY INSURER FILES A STATEMENT OF CLAIM OR AN APPLICATION CONTAINING ANY FALSE, INCOMPLETE, OR MISLEADING INFORMATION IS GUILTY OF A FELONY OF THE THIRD DEGREE.

APPLICABLE IN KANSAS: AN ACT COMMITTED BY ANY PERSON WHO, KNOWINGLY AND WITH INTENT TO DEFRAUD, PRESENTS, CAUSES TO BE PRESENTED OR PREPARES WITH KNOWLEDGE OR BELIEF THAT IT WILL BE PRESENTED TO OR BY AN INSURER, PURPORTED INSURER, BROKER OR ANY AGENT THEREOF, ANY WRITTEN, ELECTRONIC, ELECTRONIC IMPULSE, FACSIMILE, MAGNETIC, ORAL, OR TELEPHONIC COMMUNICATION OR STATEMENT AS PART OF, OR IN SUPPORT OF, AN APPLICATION FOR THE ISSUANCE OF, OR THE RATING OF AN INSURANCE POLICY FOR PERSONAL OR COMMERCIAL INSURANCE, OR A CLAIM FOR PAYMENT OR OTHER BENEFIT PURSUANT TO AN INSURANCE POLICY FOR COMMERCIAL OR PERSONAL INSURANCE WHICH SUCH PERSON KNOWS TO CONTAIN MATERIALLY FALSE INFORMATION CONCERNING ANY FACT MATERIAL THERETO; OR CONCEALS, FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO.

APPLICABLE IN KENTUCKY: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSONS FILES AN APPLICATION FOR INSURANCE CONTAINING ANY MATERIALLY FALSE INFORMATION OR CONCEALS, FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME.

APPLICABLE IN MAINE: IT IS A CRIME TO KNOWINGLY PROVIDE FALSE, INCOMPLETE OR MISLEADING INFORMATION TO AN INSURANCE COMPANY FOR THE PURPOSE OF DEFRAUDING THE COMPANY. PENALTIES MAY INCLUDE IMPRISONMENT, FINES OR A DENIAL OF INSURANCE BENEFITS.

APPLICABLE IN NEW JERSEY: ANY PERSON WHO INCLUDES ANY FALSE OR MISLEADING INFORMATION ON AN APPLICATION FOR AN INSURANCE POLICY IS SUBJECT TO CRIMINAL AND CIVIL PENALTIES.

APPLICABLE IN NEW MEXICO: ANY PERSON WHO KNOWINGLY PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR KNOWINGLY PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO CIVIL FINES AND CRIMINAL PENALTIES.

APPLICABLE IN OHIO: ANY PERSON WHO, WITH INTENT TO DEFRAUD OR KNOWING THAT HE IS FACILITATING A FRAUD AGAINST AN INSURER, SUBMITS AN APPLICATION OR FILES A CLAIM CONTAINING A FALSE OR DECEPTIVE STATEMENT IS GUILTY OF INSURANCE FRAUD.

APPLICABLE IN OKLAHOMA: WARNING: ANY PERSON WHO KNOWINGLY, AND WITH INTENT TO INJURE, DEFRAUD OR DECEIVE ANY INSURER, MAKES ANY CLAIM FOR THE PROCEEDS OF AN INSURANCE POLICY CONTAINING ANY FALSE, INCOMPLETE OR MISLEADING INFORMATION IS GUILTY OF A FELONY.

APPLICABLE IN PENNSYLVANIA: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE OR STATEMENT OF CLAIM CONTAINING ANY MATERIALLY FALSE INFORMATION OR CONCEALS FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME AND SUBJECTS SUCH PERSON TO CRIMINAL AND CIVIL PENALTIES.

APPLICABLE IN TENNESSEE, VIRGINIA AND 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.

APPLICABLE IN VERMONT: ANY PERSON WHO KNOWINGLY PRESENTS A FALSE STATEMENT IN AN APPLICATION FOR INSURANCE MAY BE GUILTY OF A CRIMINAL OFFENSE AND SUBJECT TO PENALTIES UNDER STATE LAW.

APPLICABLE IN NEW YORK: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE OR STATEMENT OF CLAIM CONTAINING ANY MATERIALLY FALSE INFORMATION, OR CONCEALS FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO, COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME, AND SHALL ALSO BE SUBJECT TO A CIVIL PENALTY NOT TO EXCEED FIVE THOUSAND DOLLARS AND THE STATED VALUE OF THE CLAIM FOR EACH SUCH VIOLATION. THIS APPLIES TO AUTO INSURANCE.

NAME (PLEASE PRINT/TYPE)

TITLE
(MUST BE SIGNED BY THE PRESIDENT, BOARD CHAIR, CEO OR EXECUTIVE DIRECTOR)

SIGNATURE

DATE

SECTION TO BE COMPLETED BY THE PRODUCER/BROKER/AGENT

PRODUCER
(If this is a Florida Risk, Producer means Florida Licensed Agent)

AGENCY

PRODUCER LICENSE NUMBER
(If this a Florida Risk, Producer means Florida Licensed Agent)

ADDRESS (STREET, CITY, STATE, ZIP)