

**CONTRACTOR'S SUPPLEMENTAL APPLICATION**  
**General Contractor/Artisan Contractor)**  
(Include Acord Application)

Applicant's Name: \_\_\_\_\_ Location Address: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Time in business: \_\_\_\_\_ Years of experience: \_\_\_\_\_  
Licensed?  Yes  No Year of license: \_\_\_\_\_ License #: \_\_\_\_\_ Kind of License: \_\_\_\_\_  
Any previous/current license in another other state?  Yes  No Is so, list state(s): \_\_\_\_\_  
Percentage of Operations: General Contractor \_\_\_\_\_% Developer \_\_\_\_\_%  
Subcontractor \_\_\_\_\_% With Penalty Clause \_\_\_\_\_%  
Construction Manager \_\_\_\_\_% (for a fee only)

1. Are there any other operations owned, operated, or managed by you?  Yes  No  
Please explain: \_\_\_\_\_

Is coverage in place elsewhere for these operations?  Yes  No

2. Does any of your construction management work involve supervision of subs whose contracts and payments are not directly under your control?  Yes  No  
Please explain: \_\_\_\_\_

3. Radius of operations from main location: \_\_\_\_\_ States worked in: \_\_\_\_\_

4. Payroll of owners, officer, and partners active at job sites or performing supervisory duties \$ \_\_\_\_\_  
Payroll of employees other than owners, officers, partners, and clerical \$ \_\_\_\_\_  
Cost of leased, temporary, staffing service, casual labor (if not included above) \$ \_\_\_\_\_  
Total payroll \$ \_\_\_\_\_

5. Do you employ any licensed architects, surveyors, engineers, Real Estate agents or brokers?  Yes  No

6. Do you have any prior or planned jobs covered under "wrap-up" or OCP policies?  Yes  No

Explain: \_\_\_\_\_

7. List the percentage of work you have done or plan to do in the following categories:

Overall operations: Commercial \_\_\_\_\_% Public Works \_\_\_\_\_% Residential \_\_\_\_\_%  
Other (explain) \_\_\_\_\_%

Commercial: New _____% or Remodel _____%		Residential: New _____% or Remodel _____%	
Industrial	_____%	Apartments	_____%
Institutional	_____%	Condominiums/Townhouses	_____%
Mercantile	_____%	Custom Homes	_____%
Office	_____%	Tract Homes	_____%
Remodeling – Structural	_____%	Remodeling – Structural	_____%
Remodeling – Nonstructural	_____%	Remodeling – Nonstructural	_____%
Other:	_____%	Other:	_____%
Have you ever been or are currently involved in any residential project exceeding six (6) homes/units?		<input type="checkbox"/> Yes <input type="checkbox"/> No	



8. **SUBCONTRACTORS**

- Do you obtain Certificates of Insurance for GL and WC from all subcontractors?  Yes  No
- What are the minimum General Liability limits you require? \_\_\_\_\_
- Are written contracts obtained from all subcontractors?  Yes  No
- Do all contracts contain a Hold Harmless clause in your favor?  Yes  No
- Are you named as an Additional Insured on all subcontractor policies?  Yes  No
- Do you normally use the same subcontractors?  Yes  No
- Do you use any casual labor?  Yes  No
- Do you use any leased employees? *If yes, provide copy of contract.*  Yes  No
- Are you responsible for providing benefits, Worker's Compensation for these employees?  Yes  No
- What percentage of your work do you sub out? \_\_\_\_\_%
- Do you carry Worker's Compensation insurance?  Yes  No

9. Please provide your gross sales for each of the 5 past years and an estimate for the next 12 months:

Year	Payroll	Receipts	Subcontractors Cost
5 <sup>th</sup> prior year			
4 <sup>th</sup> prior year			
3 <sup>rd</sup> prior year			
2 <sup>nd</sup> prior year			
Last year			
Projected next 12 months			

10. Describe your three largest projects currently underway or planned for the next year, including values:

Start Date	End Date	Value	Description
		\$	
		\$	
		\$	

11. Describe your four largest projects over the past five years, including values:

Year Completed	Value	Description
	\$	
	\$	
	\$	
	\$	
	\$	

12. Please provide the dollar value of an average completed job:  
(including all materials, equipment, and labor) \$ \_\_\_\_\_

13. How many additional insured endorsements do you anticipate needing in the next year? \_\_\_\_\_



14. Is there any equipment rental to others?  Yes  No If yes, sales/receipts: \_\_\_\_\_  
List equipment: \_\_\_\_\_  
Attach a copy of the contract.
15. Do you lease mobile equipment?  Yes  No With operators?  Yes  No  
Type of equipment: \_\_\_\_\_  
Do you use cranes?  Yes  No Maximum length of boom: \_\_\_\_\_
16. Do you or have you performed repairs of fire damage, water damage, or mold damage?  Yes  No
17. Do you use explosives?  Yes  No  
If yes, please explain: \_\_\_\_\_
18. Any flammables stored on site?  Yes  No In approved containers?  Yes  No  
If yes, please explain: \_\_\_\_\_
19. Have you done or do you plan any work performed for:  
Refineries  Yes  No Gas Stations  Yes  No  
Chemical Plants  Yes  No Airports  Yes  No  
Railroads  Yes  No Hospitals  Yes  No  
Public Utilities  Yes  No  
Please explain: \_\_\_\_\_
20. Have you done or do you plan any project involving:  
Caissons  Yes  No Piers  Yes  No  
Retaining Walls  Yes  No Shoring  Yes  No  
Underpinning  Yes  No Other structural engineering?  Yes  No  
Please explain: \_\_\_\_\_
21. Have you in the past or do you plan any work to be above two stories in height?  Yes  No  
Percentage: \_\_\_\_\_ % What is the maximum height? \_\_\_\_\_  
Please explain: \_\_\_\_\_
22. Have you in the past or do you plan any work to be performed below ground level?  Yes  No  
Percentage: \_\_\_\_\_ % What is the maximum depth? \_\_\_\_\_  
Please explain: \_\_\_\_\_
23. Have you in the past or do you plan any work on hillsides, hilltops, slopes, or landfills?  Yes  No  
Maximum degree of slope: \_\_\_\_\_
24. Have you in the past or do you plan any repair, replace or new roofs?  Yes  No  
Percentage of heat applications: \_\_\_\_\_ % Percentage of membrane roofing: \_\_\_\_\_ %  
Please explain: \_\_\_\_\_
25. In the past three years, have you been fired or replaced on a job in progress?  Yes  No  
Have you replaced another contractor on a job in progress?  Yes  No  
Please explain: \_\_\_\_\_  
Were there any claims, losses, or suits against you in the past five years?  Yes  No  
Are there any claims or legal actions pending against any of the entities named in the application?  Yes  No



Do any of the entities named in the application have knowledge of any pre-existing act, omission, event, condition, or damage to any person or property that may potentially give rise to any future claim or legal action?

Yes  No

Have you been accused of faulty construction in the past five years?

Yes  No

Have you been accused of breaching a contract in the past five years?

Yes  No

26. Complete the following table as applicable:

Class	Subbed Cost		Employee Payroll		None
	\$	%	\$	%	
Abatement/Asbestos, Lead, Environmental Cleanup	\$	%	\$	%	
Air Conditioning/Heating	\$	%	\$	%	
Alarm Systems	\$	%	\$	%	
Blasting	\$	%	\$	%	
Boiler Installation	\$	%	\$	%	
Caisson or Cofferdam Work/Dam	\$	%	\$	%	
Carpentry – Dwellings	\$	%	\$	%	
Carpentry – Interior	\$	%	\$	%	
Carpentry – Other	\$	%	\$	%	
Concrete Construction/Repair – Driveways, Sidewalks or Parking Areas	\$	%	\$	%	
Concrete Construction/Repair – Foundations, Flat Work / Tiltup Work	\$	%	\$	%	
Drilling	\$	%	\$	%	
Drywall/Wallboard Installation	\$	%	\$	%	
Earthquake Reinforcement	\$	%	\$	%	
Electrical Work – Within Buildings	\$	%	\$	%	
Electrical Work – Other	\$	%	\$	%	
Escalator/Elevator – Install, Maintenance, Repair	\$	%	\$	%	
Excavating/Grading of Land	\$	%	\$	%	
Fireproofing	\$	%	\$	%	
Gas Mains/LPG Work	\$	%	\$	%	
Gas Pumps	\$	%	\$	%	
Insulation	\$	%	\$	%	
Masonry – (EIFS Work-synthetic stucco, retaining wall work)	\$	%	\$	%	
Mechanical	\$	%	\$	%	
Millwright/Industrial Machinery	\$	%	\$	%	
Painting	\$	%	\$	%	
Plastering	\$	%	\$	%	
Playground Equipment – Maintenance or Repair	\$	%	\$	%	
Pile Driving	\$	%	\$	%	
Plumbing – Residential	\$	%	\$	%	
Plumbing – Commercial	\$	%	\$	%	
Road, Highway, Bridge, Overpass	\$	%	\$	%	
Roofing – Residential	\$	%	\$	%	
Roofing – Commercial	\$	%	\$	%	
Seismic Work/Repair Describe: _____	\$	%	\$	%	
Sewer/Water Mains	\$	%	\$	%	
Sprinkler Installation (Buildings)	\$	%	\$	%	
Steel – Ornamental	\$	%	\$	%	



Steel – Structural	\$	%	\$	%	
Supervisory Only	\$	%	\$	%	
Swimming Pool Construction	\$	%	\$	%	
Traffic Signals/Controls Describe: _____	\$	%	\$	%	
Tunneling	\$	%	\$	%	
Underground Tank Removal/Installation	\$	%	\$	%	
Waterproofing	\$	%	\$	%	
Wrecking/Demolition	\$	%	\$	%	

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance containing false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime. This application does not bind any of the parties to complete the insurance transaction.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Producer's Signature

\_\_\_\_\_  
Date